



Woodpark Nursery

Transition Position Statement.

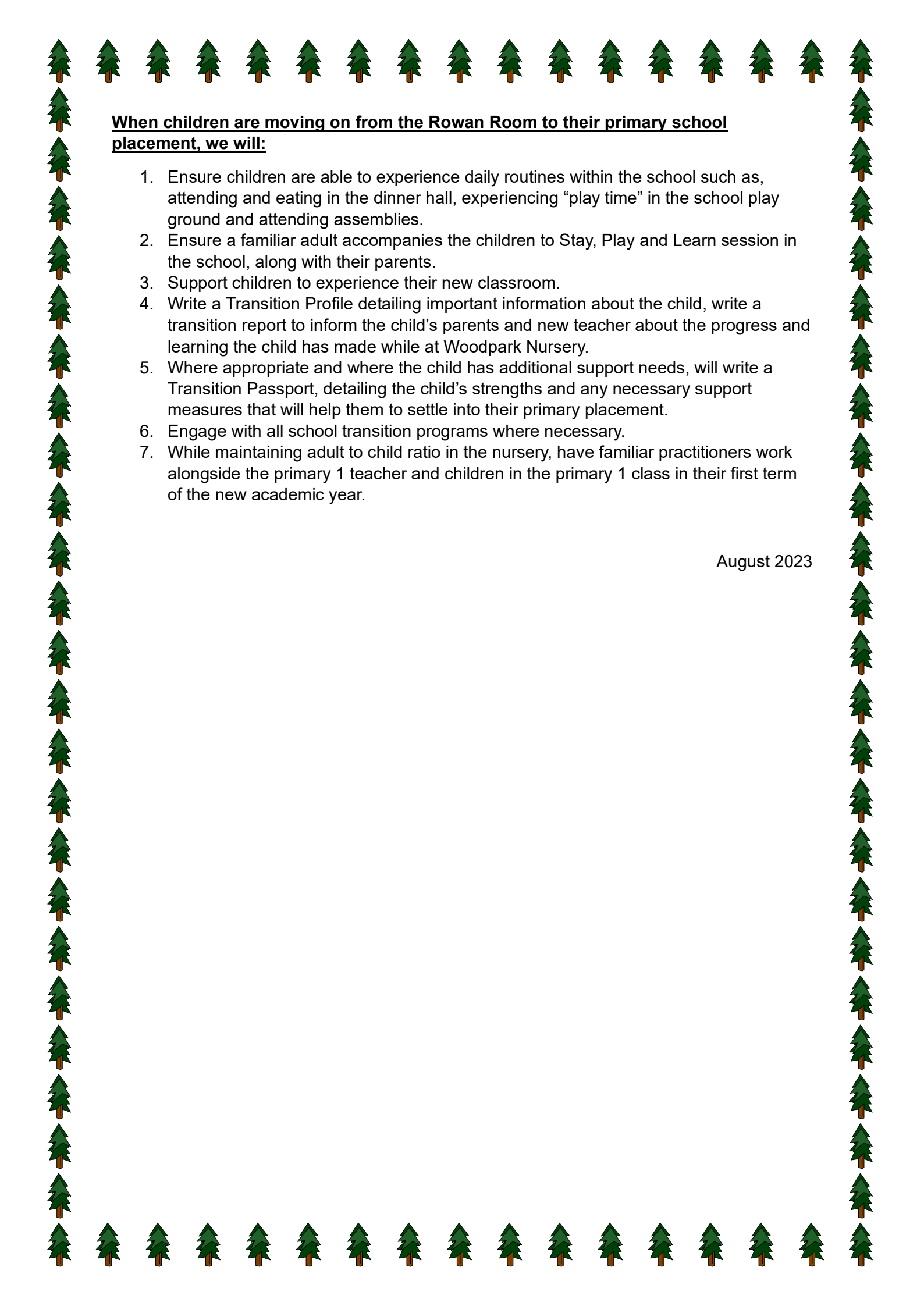
At Woodpark Nursery we realise that times of transition can be a stressful time for children and their families. Children are being introduced to a new environment and new adults that will support and guide them in their early years. To reduce the possibility and impact adverse childhood experiences can have we have developed a comprehensive transition programme.

When children join our nursery, we will:

1. Write to the child and parent and inform them of their successful application and allocation at the earliest point.
2. Assign the child and family a key person who will support and be responsible for the child's care and learning.
3. Invite the child and their family to a Meet and Greet session, so children can explore the nursery environment, meet other new children and the practitioners.
4. Send a welcome card to the family, introducing them to their key person by providing a photograph and handwritten note. At the rear of the card there is a QR code which links to a photographic and virtual tour of the nursery.
5. Invite families to take up the opportunity for their child's key person and the Early Years Team leader to visit the child and their family in their home (this is optional)
6. When the child starts nursery, we will offer a soft and flexible settling in period which suits the child and their family. This is led by the child's wellbeing. (see Soft Start Settling In Procedure)
7. Take note of the child's health and development needs in a Personal Care Plan. We will use this Personal Care Plan to plan for the child's health and welfare and to set targets for the child.

When children transition from the Willow Room to the Rowan Room, we will:

1. Ensure each child can explore the Rowan Room environment while supported by a familiar practitioner.
2. Ensure each child is introduced to their new key person and has time to spend with them.
3. Encourage children to take part in daily routines such as, snack time, lunch time, story time and Care routines with their new key person.
4. Encourage the child to explore the environment independently when they are ready.
5. Ensure there is a handover of information when a child transitions into a new key group.
6. Write a moving on report to ensure parents are aware of the progress their child has made while in the Willow Room.
7. When it is appropriate (usually at the end of the academic year) a familiar practitioner, who the child knows and who knows the child well, will transition from their position in the Willow Room and take up position in the Rowan Room. This ensures there is a continuity of care and learning throughout their time at Woodpark Nursery.
8. Throughout the nursery year, children participate in Free Flow Friday, during which all children attending the setting can move freely between the Willow Room and Rowan Room.



When children are moving on from the Rowan Room to their primary school placement, we will:

1. Ensure children are able to experience daily routines within the school such as, attending and eating in the dinner hall, experiencing “play time” in the school play ground and attending assemblies.
2. Ensure a familiar adult accompanies the children to Stay, Play and Learn session in the school, along with their parents.
3. Support children to experience their new classroom.
4. Write a Transition Profile detailing important information about the child, write a transition report to inform the child’s parents and new teacher about the progress and learning the child has made while at Woodpark Nursery.
5. Where appropriate and where the child has additional support needs, will write a Transition Passport, detailing the child’s strengths and any necessary support measures that will help them to settle into their primary placement.
6. Engage with all school transition programs where necessary.
7. While maintaining adult to child ratio in the nursery, have familiar practitioners work alongside the primary 1 teacher and children in the primary 1 class in their first term of the new academic year.

August 2023