

Reduced Time & Difficulties with Transitions Policy

Reduced Time

There may be circumstances in which for the best interests of the child and to the benefits of the child, that their Pre School daily session would be reduced. This could be an adjustment of start or end time or both, depending on child's individual needs. The staff will work in partnership with parents/carers to determine the reasons and arrangement of any reduced time or adjustment to drop off/pick up to ensure the child can access the curriculum and their needs are met. The Pre School will only refer to this method in extreme circumstances and reasonable adjustments will always be made prior to support the child. If a plan of Reduced Time is put into place, then parents will receive a date of when this will be reviewed, and times would then be amended accordingly (if the child is showing progress in their targets/accessing routines or if the child is not managing the current Reduced Time Plan). However, it is in understanding that resources and staffing may not be sufficient, and the child may not physically or mentally be able to manage the full session due to their needs (especially in the cases that the child requires a constant 1:1 staff support).

Extended Service

In the cases that a child is unable to manage a full Pre School session due to their needs, then the child may not be able attend our Extended Service sessions. This will be discussed with parents and a decision will made in relation to the individual needs of that child and what support would be required.

Transition Difficulties and Difficulties related to Pre School Routines

A parent/carer may be asked to accompany their child to hall/garden/daily walk if their child finds transitioning particularly difficult and it cannot be managed safely by staff. If a parent/carer is unable to accompany and all staffing methods have been exhausted, then reduced time would be referred to. If a child is unable to transition out of the Pre School and a parent/carer is unable to support, then the child may not be able to attend 'Shared Education Events' or Pre School outings. Any concerns raised in relation to a child will be discussed prior with parent/carer before a decision

is made to find the best possible method in the interests and safety of the child and other children in attendance.

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St. Bernard's Pre School Education Centre