

TRANSITION POLICY

The Transition from home to Pre-school

At St. Bernard's PSEC staff are sensitive to the needs of children and their parents/carers when they first start to attend pre-school, and we have a lot of experience in this area. Staff understand that all children settle differently in their own time and the pre-school is able to accommodate the differing needs of individual children.

We offer support in the following ways:

- If at the Open Evening the parents raise concerns about their child's transition to pre-school, the Pre-school leader will offer a visit to the child's home in August, with the intention of arranging to read a story and/or play with them; thereby helping the child develop confidence and familiarising themselves with a key person.
- Information sharing: the child's starting point eg. All About Me Page which parents/carers are asked to complete with the child before pre-school commences.
- Induction night for parents in June. Example policies, Information sheets and Welcome to Our Pre-School Transition Booklet are distributed to parents outlining all the preschool procedures, aims and objectives. This is an opportunity for parents to meet with all staff members and become familiar with their individual roles.
- For those who did not attend the centre's Open Day, parents are advised to bring their child to visit the pre-school during the month of June if appropriate.
- Staggered Intake: Settling-in sessions consist of children attending with limited to 4 new starts each day and going between 2 groups to allow for more 1:1 time between the adults and children in the room. Before being put together as one group of twenty-six the children with a continued adjusted end time for a period of 1 week and then everyone into their full time from the following week.
- Special arrangements will be made to support Newcomer Children those who are English Language Learners or those with Educational Needs. The pre-school will liaise with the SEN team at SEELB, the Speech Therapist (BHSST) and The Inclusion & Diversity Service, Antrim.

Ways to help your child settle more easily in September: help your child to practice

- Putting on and taking off their coat independently
- Putting on and taking off shoes (some support may be needed of course!)
- Using the toilet independently
- Practicing using scissor correctly and safely
- Holding story books and turning pages

Transition to Primary School

During the months of May and June, staff talk informally about going to Primary School

For children attending St. Bernard's Primary School -

The Primary School will get in contact with parents directly with their meet and greet and settle in days.

The Pre School Leader will be in touch with other schools to exchange any visits or information to help aid transition from Pre School to Primary School.

Child End of Year Reports are completed for each child at the end of June and are passed on (with consent) to the child's Primary School for referral. These forms are based on records kept by the Pre-school staff on the child's progress during their pre-school year. Parents will initially view these forms and sign them before they are given to the Primary One Teacher.

Please always talk about school (albeit Pre-School or Primary School) in a positive way, never use school or the staff as a threat.