

Skipton Primary School

Transition Policy

Purpose:

To assist children to make a positive transition from kindergarten to school.

Rationale:

Studies confirm that a happy transition to school is important in setting the foundation for a child's future academic and social success.

In relation to successful transition programs, research identifies the importance of familiarity, continuity and communication between school, kindergarten and families.

Recommendations:

AIM: To increase communication between the kindergarten and Skipton Primary School.

- For the school and kindergarten staff to meet regularly each year.
- The first meeting to be held in term one.
- The second meeting to be held in the last week of term two.
- The final meeting to be held in term four.
- The Kindergarten Director will complete a Transition Statement on each child's social/emotional, physical and cognitive development as well as outlining relevant services used during the child's time at kindergarten. These reports will be provided during term four. Signed permission forms will be obtained from parents for the release of this information.
- If a child with special needs requires disability and intervention support funding for their school year, a checklist or written report will be provided by the Kindergarten Director at the end of term one of the kindergarten year. Program Support Group meetings will be held with both parents.
- A transition program will be organised with the kindergarten during term 4 which allows each child (and their parents) the opportunity to attend our school on 6 occasions during the term.
- Visits will consist of familiarisation tours of the school, activities in classrooms, specialist lessons and visits to the principal's office. Any visiting artists or performances that are occurring during term four may be incorporated into the transition program.
- Our school will appoint a staff member to coordinate our prep transition program.
- Prior to enrolment week the school will provide all kindergarten families with an information pack and enrolment forms.
- After enrolment week, we will communicate with the kindergarten and inform them of the names of students who have enrolled at our school.

AIM: To promote continuity and strengthen the connection between Skipton Primary School and Kindergarten.

- Skipton Primary School will provide a copy of their newsletter to the kindergarten students. A parent meeting in early term three in conjunction with the Director will be convened to chat about school readiness.
- Leaflets/tips and discussion on school readiness issues and transition will be provided for all parents through newsletters, Parent Library and handouts.
- Opportunities for the kindergarten students to act out and discuss their understanding of and feelings regarding school will be provided at Kindergarten.
- A follow-up visit by kindergarten staff to see the children in their prep year will be planned during term one of the following year.
- An information session will occur late in term 4 so that parents can be informed about the school's programs and procedures, and an opportunity will be provided for questioning and discussions. The first school day of the following year will be covered in detail.
- A morning tea for parents will be provided on the first day of school.
- Opportunities will be provided for parents to visit classes or communicate with the school regarding their child's progress at all times, and any issues that arise will be attended to as soon as possible.
- Prep students will not attend school on Wednesday's during February.

AIM: For the Kindergarten students to gain familiarity with the environment, staff and students of their school

- Prep students will be invited to return to the kindergarten for a nostalgic visit each year.
- Prep teachers will visit the kindergarten to allow them to meet children personally, observe children in an environment that is familiar to them, converse with the Director regarding their needs and interests. These days will be negotiated between the Director and the school, term three onwards.
- School students chosen to "buddy" kindergarten children in the commencing school year, will also visit the children in term four and will work with them during transition days.
- Kindergarten children and their families will visit Skipton Primary School for the planned Orientation Program as outlined by Skipton Primary school.

Evaluation:

Evaluation of the Transition Program allows families, school and the kindergarten to determine the success of the program and is also an opportunity to implement changes.

- The Transition Policy to be reviewed annually – Meeting one.
- Parent surveys are to be distributed at Kindergarten in term four following transition.
- Kindergarten children will be encouraged to make comments and drawings about their experiences. All data collected will be used as part of the review/evaluation process.
- This Policy will be reviewed as part of the school's three year policy review cycle.

Newsletter to be emailed:-----

Plan: Term three

School readiness Forum.