

Transition Policy

2025-2026



**‘The Love of Christ impels us’
To be
Ready, Respectful, Safe
‘To love one another as I have loved
you’**

Approved: Autumn 2025

Review: Autumn 2026

Signed:

Chair of Governors

Date: 11 December 2025

Transition is an integral part of life. We all feel the same mixture of excitement and trepidation at the prospect of change: children are no different to us.

In order to achieve success, whether settling into Nursery or moving classes, school staff and parents must work together to plan a successful transition.

To feel secure and able to take full advantage of new exciting possibilities, children must feel that the communication between their parent/carer and the school is good.

Steps in transition are planned taking account of the child's individual needs whether physical, intellectual, emotional or social.

Aims

We want children to experience:

- Security in feeling that their interest, abilities, emotions and needs are valued, planned for and supported by all adults concerned in their care.
- Success at every stage of transition.
- Confidence that their wishes and feelings are recognised and responded to.
- Understanding that transition is an important and natural part of life.
- Having their feelings acknowledged when they are feeling loss as well as excited by the next stage.
- That their new teacher will know as much as possible about them.

Adults' Role

Our staff will support transition by:

- Working closely with parents to make transition as easy as possible.
- Supporting the child by planning the steps in transition with parent.
- Helping the child to develop the vocabulary to reflect on their experiences and by offering the space to express emotion in their own or age-appropriate way.
- Offering parents regular meetings.
- Liaising with outside agencies and the SENCO if appropriate.
- Sharing appropriate information and observations with parents.
- Planning and making a SEND 'Transition Book' and/or Pupil Passport with the child.

Provision for Transition

Some of the provision will include:

- A home visit before the child starts nursery with agreement with the family.
- Transfer meetings with parents as part of the structure of regular meetings offered during the child's time at nursery.
- Confidentiality.
- Access to outside agencies or professionals to support transition if appropriate.

Settling in Procedures

The first few weeks that a child is with us are an important time in their lives. We know that if we get this settling in period right then the child will feel more secure and be able to deal with the change of coming to the nursery more positively. It will be easier for both child and family to feel confident about the care and learning at our setting.

We ask parents/carers to be available for the first 2 weeks to support the settling in. We aim to be as flexible as we can with other commitments that families have, but making it a positive experience for the child is central in our thinking and planning.

Below is a standard plan we follow:

- The first session the parent stays for the whole time (1-1½ hours)
- The remaining days of the first week, the parent/carer will drop their child to Nursery promptly, but stay contactable in case we call.

(A child may be confident in one situation but still needs support to get to know all the new children and staff in the school)