

The Life Nursery – Transition Policy

**Introduction**

Moving on can be both an exciting and challenging time. Starting a new early years’ environment can be a big step for children and their families and it can be difficult to predict how children will react to their first days at nursery. This policy outlines The Life Nursery’s approach to ensure the transition from home to nursery and from nursery to school is a smooth process that results in a positive experience for everyone.

**Aim**

* To provide a smooth and supportive transition from home to nursery.
* To ensure that multi-agency professionals involved with the child are informed of when a child is due to leave The Life Nursery and the name of the new nursery/school shared, during the time of a child’s transition.
* To develop close and effective links between home and nursery.

**Objectives**

The overall objectives are:

* To ensure children and parents are fully involved in and prepared for transition into nursery/school.
* To ensure that the provision in which children are progressing to, receive all relevant information to ensure continuity in care and education for the child

**From home to nursery**

* Registration forms and a prospectus are distributed whilst visiting the nursery or during home visits. Parents will also be given an opportunity to share any relevant information/concerns with nursery staff.
* Start dates and home visits for new nursery children will be notified by letter or telephone call.
* Parents are encouraged to visit The Life Nursery with their children prior to their admission date.
* Families will be welcomed and supported in the nursery for as long as it takes to settle their child.
* A baseline assessment is made of the child’s experiences in the nursery during their first few weeks and this is recorded in the child’s learning journey and shared with parents.
* Staff will reassure parents whose children seem to be taking longer to settle into the nursery.

**From Nursery to Reception/Other Nursery**

* Manager will liaise with reception teacher and arrange visits to school during the last half term
* Reception teacher will visit children in the nursery environment
* Staff in nursery will complete a ’Learning Summary’ of a child’s learning and development and go through these with parents during the consultation evening during the last half term and also give these to the reception teacher/new nursery.

Reviewed by Louise Gray, Nursery Manager and Fran Edwards, Deputy Manager – September 2020

Policy read and agreed by:

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