



The Life Nursery – Transition Policy

Birth to Five Matters (Early Education 2021) state that:-

'Transition processes that are tailored to meet the needs of each unique child are more effective than a "one size fits all" process'

'Transition for children who are more vulnerable is effectively supported when they are given additional times and opportunities to make the necessary readjustments to the changes ahead'

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 Reception 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 'All About Me' booklet are shared with parent/carers whilst visiting the nursery or during home visits. Parents will also be given an opportunity to share any relevant information/concerns with nursery staff.
- Home visits for new nursery children will be notified by telephone call and start dates arranged during the home visit.
- 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.
- Staff will reassure parents whose children seem to be taking longer to settle into the nursery.

From Nursery to Reception/Other Nursery

- The child's key person will liaise with reception teacher and arrange visits to school during the last half term
- Reception teacher will visit children in the nursery environment
- The key person 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.

We continue to support children with additional needs during transition by:-

- We endeavour to share as much information as possible (with consent from parent/carer) with the new setting. Parents are invited to be involved in this important process to enable us to achieve the best understanding of the child that we can.
- We work closely with schools, nurseries, childminders, parents and other professionals to ensure a straight-forward transition into a child's new learning environment.
- SEN Transition Summaries are completed by staff/Senco to ensure all important information about the individual child is shared.
- Staff/Senco will work closely with all professionals involved with the child's learning to ensure partnership working.
- All special educational needs paperwork will be handed delivered securely to the child's new setting and this will be recorded. A signature is required by the SENCO of the new setting.

Reviewed by Louise Gray, Nursery Manager – September 2025

Policy read and agreed by:

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