

Broadway & Towerview Playschool & Broadway First School Transition Policy 2015/16

Broadway first School and Broadway & Towerview playschool are committed to joint working to develop quality early education and care in Broadway.

Broadway First School recognises and values the contribution that the Playschool brings to early education.

The school recognises the work of the playschool Forest School leaders in bringing forest school's curriculum to the school, the subsequent development of the site, and the upkeep and management of the forest school areas and would like to offer assurances of continued use by the playschool of the forest school areas on Wednesday and Friday mornings into the foreseeable future.

For Starting School

STATUTORY DUTY OF THE PLAYSCHOOL AND THE SCHOOL

Responsibilities of the playschool and the school legally = ECM / Childcare Act 2006/ EYFS 2012 SEND Code of Practice 2014.

The aim of this policy is provide the opportunities for the children to:

1. have a smooth transition from playschool to school.
2. have their self esteem supported throughout the process.
3. have experience of and be familiar with the school environment before transition in September.

OBJECTIVES

- To provide opportunities for the children from the playschool to get familiar with the school environment first, then staff, and finally routines
- To ensure their individual needs are met before during and after the transition through building confidence in the school environment, activities and developing relationships with the staff in the Reception class.
- To ensure fluid communication between playschool and reception staff.

IMPLEMENTATION

- **Throughout the year.**
Joint links between Playschool and school. Playschool use school facilities including the school hall and Forest School sites. Watching special events at each setting for example the school Nativity.
- **After Christmas.**
Visit school building – do tour – look at toilets meet key school staff
also use school hall for PE session every week in afternoons (between 2-25 and 2.55)
- **After Easter.**
Visit reception class while Class 1 are in assembly then use outdoor area during playtime and go back after as school children go in from play. A good time for this is during morning assembly and playtime.
- **During 2nd part of Summer Term .**
At least 4 transition mornings into school for each child where the children can come and familiarise themselves with the environment, adults and their peers. If possible Playschool are to send a member of staff over for at least the first session to settle.
- **Lunches –** Playschool children to be offered opportunity to have a school lunch
- **After transition at end of summer term.**
Hold a joint picnic or event for Playschool and Class 1 children. Offers children the opportunity to make friends with other children in the school.

Hand over meetings

After transition mornings, the staff from the School and Playschool are to have a meeting where they discuss each child individually. They will discuss where each child is developmentally, their interests, **any SENd requirements & strategies**, and any other information that may be useful for School staff to know. The playschool will provide a record of transfer for each child, summarising their development and individual needs.

Parents

Playschool provides handouts on getting ready for school after Easter. The Playschool has photo books of each of the schools –their staff and environments for the pre-school children to access daily-role play school uniforms, books and resources relating to school and preparations for coping with lunch boxes, getting change for PE etc are covered during the summer months.

The Children Centre and Playschool work together to provide parents with information and support for the transition into school

During summer term, parents will be invited to attend an information evening at the school where they can meet the teaching staff and learn what happens when their child starts school.
(Governors/ Friends to attend)

Fees/ funding still need to be paid for booked Playschool mornings as stated in admission policy.

Informal Parents meetings at school

- A coffee morning to be held by Governors and the Friends committee in the hall on the first transition morning.
- An evening meeting where parents with children already in Class 1 can meet and talk to new parents about how they found their child starting school.
- A tea and cake afternoon after school term begins in September where parents and teachers can get to know each other.

To be reviewed Summer 2016.