



### **32 Transition Policy**

For new children starting please see the 'settling in' policy.

Summertime Nursery cares for children from birth to five.

We have three small groups within the nursery, Babies birth to 2 years, Ducklings 2 -3 years and Ducks 3 -4. The aim of the setting is to provide a family atmosphere and ensure that the transition from group to group and to a new school or setting goes smoothly for both the child and their families.

The staff from each group work closely together to ensure that the child is developmentally ready to move on to the next stage. Parents will be informed when their child will be making transition visits to each group and when they will move through.

The child's Key person will be with the child for the first visit and the child will then visit by themselves unless they are finding it difficult to settle in which case the key person will continue to support them.

The child's key person will hand over the iconnect information to the next keyworker. Because we are a relatively small nursery most children do not find the move too challenging.

#### **Liaising with other preschools**

Staff at the preschool will also liaise with any other preschools/nurseries that a child may attend. When possible child's key person will visit the child at their other setting and Summertime will also invite other members of staff from the other setting to Summertime.

#### **Moving on to school**

The manager and room leader at the preschool will Liaise with schools to arrange visits to the setting and school for the teachers and children. Transition information will be shared with parents and the child and then with parental permission forwarded onto the appropriate school.

Cathy White  
Manager  
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