



TRANSITION POLICY

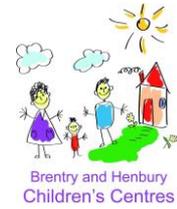
At Brentry & Henbury Children's Centre we aim to create a positive and supportive climate for both parents/carers and children, particularly during transition periods. As a 0-5 setting, we recognise that children may move between different settings between the course of a day, a week, a month or a year. At the Centre, we understand that for some children transitions can be a difficult time and that they may need additional support to cope.

Our aims:

- To build positive and trusting relationships with children and their families so that they feel confident and secure in the setting.
- To offer support that is appropriate to the individual children and their families in our setting.
- To share information that is relevant within Brentry & Henbury Children's Centre and between settings to ensure continuity of experience.
- To plan for transitions according to individual needs.

We will provide:

- A key person for each child to establish positive relationships with children and their families.
- Opportunities for practitioners to liaise with parents/families to ensure continuity of care.
- Daily routines and timetables, which are similar throughout the Centre, are flexible and shared with children.
- Practitioners who will respond sensitively to individual children and their needs and views.
- Opportunities for parents/carers to attend open days/evenings and meetings to discuss transitions.
- Transition times during sessions will be managed by practitioners using visual cues, early warnings and other appropriate strategies, such as songs and music.
- Transitions between rooms will be planned with consideration for a child's individual needs. We will allow children time to become familiar with new equipment, such as cups, bowls, cutlery and chairs, before transitions between rooms take place.
- Children's records of learning and progress will be shared within and between settings.
- Practitioners will ensure they communicate effectively with other practitioners and settings. Key workers will share information and Learning Diaries before transitions take place.



- An exit report will be completed when a child leaves the setting.
- If appropriate, key workers will visit new settings/rooms with their key children before their move. Staff may move with children to a new room if this is appropriate.
- Visits will involve the child's key person and the parents will be informed that visits will take place. Visits will take place at an appropriate time, e.g. during quieter times in a session.
- We will support children by discussing transitions to a new room, setting or school before they take place using books and visual aids as appropriate.

