

Wharfedale Montessori School & Wharfedale Babies

TRANSITION POLICY

Date created: January 2016

Person Responsible: Principal

Review period: Annually

Last reviewed: January 2017

Last re-written:

Next due for review: January 2018

Aim of Policy:

Our aim in both our baby nursery and our school is to make the experience of joining our community as enjoyable as possible. To ensure this is the case we give out as much information as possible to all those who register their children with us including a parent information pack and full access to all our policies.

Procedures:

Baby Nursery

In our baby nursery we offer three initial trial half day visits where Mummy, Daddy or carer come with their child and stay a while in order for both parent and child to become familiar with the nursery staff and building/grounds and environment in general

Pre-school

When joining Children's House from our own Montessori nursery the normal procedure is for mummy or daddy to bring them for their first transition visit and thereafter their second, with their nursery key worker.

This system also applies in the pre-school where two to three trial half day visits are arranged as above.

We recommend that on the second and third visit parents leave the child for perhaps an hour clearly stating that they are going to do so and then extend the time away on the third visit. Our staff team will always work hard to ensure your child will settle happily in whichever way they can, they will work hard to find what best suits your child. If more transition time is required we can arrange this however usually we find the visit allocations do work well.

We will have asked in advance for as much information as possible regarding likes and dislikes routines, food preferences, allergies and health information. We provide a parent information pack for both Baby nursery and School. This will be provided for parents at the point of

registration along with all our policies which require parental signatures.

Transition from Baby Nursery to pre-school

If your child is attending our Baby Nursery and transferring to pre-school at age three, we again offer transition visits. These should begin with the parent coming in with their child but subsequently we can arrange for a nursery staff member to come with them if working parents find it hard to take time off. We would recommend two/three half day transition visits but if a child is finding transition hard we can extend this to suit the individual situation.

Transition from pre-school to primary class

Once again this transfer is very much built around the needs of the child and is done in a gradual manner. If the child is already in our pre-school we would start transition visits the term before the child is due to move up into the next class group. Parents will be given a list of requirements for the primary classroom well before the actual move takes place along with information regarding routines and expectations at this level and can make an appointment to meet with the teachers and view the environment. The child will be moved up earlier if we feel they are ready.

Children transitioning to our setting from other settings at primary level

When children are joining us with no previous experience of Montessori education, the visit system of transition will still work in much the same way but we would extend the time in which we talk to parents and usually ask initially for the child to join us in class for at least three full school days in order for us to gain some understanding of ability levels, strengths and areas where the child may need more help.

Children with SEND (Special Educational Needs and Disabilities)

In the case of parents who apply for their children to join the setting where the child has an ECAH (Education, Care and Health plan) transitions and all related issues would be dealt with on an entirely individual basis tailored to suit the family and child.

We will always try to take some children with special needs, however we reserve the right to refuse a place should we feel we would not be able to offer appropriate support. This is in the interests of the child.

Review of Policy:

We will review this policy annually.