



# Freshfield Nursery School and Freshfield 2 Year Olds Induction and Transition Policy

Presented to Governors:	Feb 2024
Presented to Staff:	Feb 2024
Date for Review:	Feb 2027

# Freshfield Nursery School

## Induction of Pupils and Transition Policy

**Induction** is the process by which children are introduced to their educational environment in a pre-school setting and/or the first year of the Foundation Stage in primary school. It is defined as, the process where policy and practice has been adapted to support children, in settling in to their new learning environment, in preparation for future learning and development. The purpose of induction is to develop a positive relationship between the staff in the education setting, the parents/carers, and the child. It is important that parents/carers and staff work together to support the child during the settling in process.

**Transition** is another word for change. Transitions are part of everyone's life. When transitions work well, they help children and young people to develop confidence and acquire skills to manage future changes in their lives. The vast majority of children and young people look forward to moving on in learning and in life. Whilst becoming resilient and being able to cope with change is a key life skill, we need to be mindful about children's wellbeing. Transition puts enormous demands on to children – socially, linguistically, emotionally, academically and practically. Some children will inevitably find transition more difficult than others. A good transition can mean the difference between floundering and flourishing.

Starting or leaving nursery school can be an exciting time for children, but it can also come with challenges. By preparing children and their families for this transition in advance, and being aware of any anxieties that may arise during the transition period, school staff can ensure that pupils and parents and carers can take this next step with confidence. If children are starting at nursery school, it may take some time for them to adjust and for the change to feel part of their routine.

Taking care to prepare for transitions can help parents know how to support their children and help setting staff to ensure they manage the transition sensitively and effectively. In this policy, 'transition' describes the movement that takes place from one familiar setting (including the home), to another.

At Freshfield Nursery School we endeavour to ensure a smooth induction for children when starting our school and a smooth transition from our 2 year olds to Nursery School and from Nursery School to Primary School. Children and parents/carers need to feel secure and confident to face the challenge of starting school and the significant changes as they progress through their school life. We recognise that children are vulnerable at stages of transition. We implement a range of strategies and activities to ensure a smooth and happy induction or transition.

*We recognise that all children are unique and reach different stages of development at different times.*

It is important that the 'child's voice' is always placed at the centre of the process. Support from parents/carers and staff at school can help children to transition more smoothly if we:

- Talk with them about what is going to happen
- Encourage them to talk about any concerns or anxieties
- Listen carefully to their concerns and consider sharing them with other relevant people
- Help them become familiar with the new school setting
- Make reasonable adjustments to the transition a plan if necessary based upon the needs of an individual child

### **Aims**

- To provide a smooth transfer from home or pre-school to 2 year olds and/or nursery school
- To provide a smooth transfer from nursery to reception for both pupils and their parents/carers

- To ensure that the children's emotional well-being is a priority
- To ensure good communication between staff, parents and pupils
- To raise parents' awareness of school routines and how to support their child at school
- To provide a smooth and positive transition between all transition stages and to ensure that the EYFS assessment information is effectively communicated

**The following strategies are embedded in order to ease transition from 2 year olds to Nursery School:**

- The 2 year old unit have access to the nursery back garden. This means that all staff working outside in that area part of our garden. All staff working in the garden aim to establish relationships with all of the children (both 2 year olds and main nursery children).
- The 2 year olds spend some time with the older children in the main building and garden on a daily basis, and become very familiar with the main nursery environment.
- During the half term prior to their transition, 2 year old children have planned sessions in the nursery with their current group leader and their new group leader.
- Children's new group leaders visit the 2 year olds in their room.
- Close liaison takes place between staff and parents/carers to promote smooth transition and settling in.

**The following strategies are embedded in order to ease transition from Nursery School to the child's new Reception class:**

- The Headteacher ensures that links are made with the local primary schools.
- Staff ensure that activities in the nursery support the development of children's school readiness.
- Staff ensure that high levels of independence are encouraged to support effective transition.
- Staff use circle times, stories, group sessions etc. to discuss change, moving schools and new friends.
- We offer support from our Inclusion manager when parents/carers of children with SEND are visiting/liasing with possible Reception classes.
- Staff from receiving schools visit the children in our setting during the summer term, when circumstances allow.
- Some receiving schools offer induction visits.

- For vulnerable children or children requiring reasonable adjustment additional transition meetings can be arranged.
- Any confidential information is passed to the receiving school and signed for to acknowledge receipt of this.
- Data from our school is shared with the receiving schools.

**The following strategies are embedded in order to provide information in relation to transition and induction to parents/carers in both the 2 year old and nursery provision:**

- We aim to offer parental visits to ensure a smooth transition. We also have two school open days each year. In the event that parent/carers are unable to visit we can offer a virtual school tour on our website, and offer telephone/video calls, email communication and online meetings instead.
- As soon as a place has been confirmed for a child, our school sends out a pack indicating the days and session times for attendance plus additional useful information.
- Group leaders make 'welcome to Freshfield' phone calls to parents/carers during the term prior to a child's start, so that information can be shared. They also upload video welcome messages onto Tapestry for each new child, to initiate communication and build relationships.
- At the end of the summer term we hold a garden party for children who are due to start in the September and their parents/carers.

*At Freshfield Nursery School we recognise that all children may need support during transition and may take longer to settle. The staggered induction is flexible in order to meet the needs of all children and families.*