

School transition planning

Ways to support the unique child as they prepare for school

Work with parents to support their child as they prepare for the move to "big school". Encourage them to attend the parent workshops, meetings, and other events organised by early years providers and school.

Share positive stories about transitions and changes with children. Encourage resilience and self-confidence.

Encourage open and ongoing feedback between parents and carers about the child

Different support will be needed at different times of the year. See our tips below.



Autumn term

Early Years Provider (EYP)

Arrange meetings with parents to discuss school transitions

Encourage parents to visit schools and offer support completing school admissions

Review policies to ensure permissions are in place to share transition records

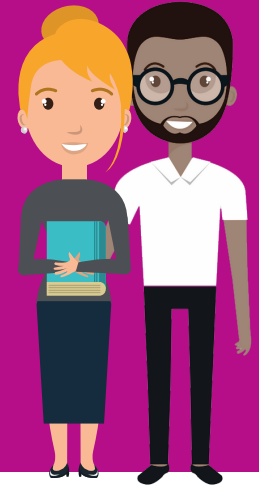
Address any outstanding issues identified in the 2-year-old progress check

Schools / Teachers

Provide feedback to EYPs on transition records received

Invite EYPs to harvest festival, carol concerts and other seasonal school productions and events

Consider visiting early years settings



Spring term

Remind parents to apply for school places before the mid-January deadline

Update parents on their child's progress during regular catch-up review meetings

Identify children with SEND and link up with any outside agencies involved with family

Update contact details of the early years providers in the local area to ease communication and partnership working



Summer term

Contact schools with details of children who will be attending in September

Schedule time to update your setting's school transitions document

Set a deadline for all records to be sent to new schools by end of June

Invite library team to introduce summer reading challenge to parents and children

Invite local early years providers to sports days, fundraising events and end of term concerts and shows

Provide photos and information on reception class to early years providers to share with children

Arrange home visits and invite providers to bring children in for a visit

Long summer holiday

Identify clubs/sessions that children can attend to maintain routines and independence.

Provide information for parents to help prepare for the first few days back at school