



## Nursery Transition Policy

At Highbury Primary School & Nursery we recognise that young children will experience many transitions in their early years; some of these planned and unplanned. We are sensitive to the impact of such changes to children and this policy sets out the ways in which we support children going through these transitions.

Some examples of transitions that young children may experience:

- Starting nursery
- Moving between different rooms within the nursery
- Starting school or moving nurseries

Staff are trained to observe their key children and to be sensitive to any changes in their behaviour and personality. We respectfully ask that parents inform us of any changes in the home environment that may impact their child so staff can be aware of the reasons behind any potential changes in behaviour.

### **Starting Nursery**

We recognise that starting nursery may be difficult for some children and their families. As part of our induction programme, we have a settling-in period to support the child and their family. At the induction, parents will be asked to complete a Home to Nursery Transition Form with their child's keyworker so that we have as much information about their child as possible.

### **Moving Rooms Procedure**

When a child is ready to move to a different room within the nursery, we work with the parents to ensure this is a seamless process in which the child is fully supported at all stages. This includes a handover meeting between the existing keyworker to the new keyworker. A Room to Room Transition Form is completed in this instance.

### **Starting School or Moving Nurseries**

Where children are attending other Early Years settings or are cared for by a childminder, we will work with them to share relevant information about a child's development.

If parents feel that their child requires additional support due to any changes in their life, please speak to the Nursery Manager to enable the support to be put into place.

Policy Reviewed:	06 June 2022	Nursery Manager:	Rebecca Frost
Review Date:	September 2023	Admin Officer:	Angie Bayliss