



POLICY : **Transitions**

Links:

Te Whāriki

He Māpuna te Tamaiti

Lumsden Kindergarten Teaching & Learning Priorities

Localised Curriculum

Kahui Ako – Havelock North Group

GMA5 Philosophy

Regulations; C7, C11, C12

Rationale & Objectives:

To ensure every child and their family experience smooth transitions into, within, and out of Lumsden Kindergarten.

Procedures:

**Induction of new families;**

- Families are encouraged to visit Lumsden Kindergarten before starting.
- An allocated teacher for transition welcomes the family, and ensures they are familiar with the environment and expectations. This teacher will support the child and family with their visits and transition into Lumsden Kindergarten.
- Length of visits and the amount of visits will be determined and agreed upon between the transition teacher and the family.
- Nursery families will get an email from Kaiako with the independence video attached.
- During visits a teacher will spend time with whānau and will fill out the 'Little Big Things about Me' sheet and take a profile photo of the child.
- Kaiako will talk to family members about Educa where the child's online portfolio is kept.
- Nametags will be ready and displayed on the child's first day of attendance.
- The transition teacher will do a follow up phone call and where possible send photos to reassure the family that their child has settled into Lumsden Kindergarten.
- A welcome story for a new child will be written in the first month of starting Lumsden.
- All welcome stories throughout each transition stage encourage whānau to share their aspirations for their child while attending Lumsden Kindergarten.

### **Nursery to Ready to Run (RTR)**

- Children move from the Nursery to the RTR space when they are ready
- Transition is supported by both the Nursery & RTR teachers – a written procedure is in place
- During transition a 'Feeling Ready to Run' story is written by Nurse kaiako
- The child will have a welcome story written on Educa during their first week in the RTR room.

### **Little Lumsden to Big Lumsden**

- Children move from RTR to BL when they are ready and preferably showing signs of toilet training.
- Transition visits are organised at least 2 months prior to the child moving over.
- Parents/ caregivers are emailed using a template outlining the transition visit process.
- An RTR teacher will write a transition story showcasing the transition visits for the child and introducing the Big Lumsden Kaiako to both the child and their family.
- RTR transition Kaiako will write a snippet story (following a template) at the end of the child's first week of transition visits.
- An 'Exploring Big Lumsden' story will be written after 1 – 2 months highlighting the child's learning and introducing Kaiako in this space and the routines. There is a template to follow for this.
- A graduation ceremony is organised for families to attend with their child.
- An allocated teacher for transition welcomes the family, and ensures they are familiar with the environment and expectations at Big Lumsden.
- The transition teacher will do a follow up phone call and where possible send photos to reassure the family that their child has settled into Big Lumsden.

### **School**

- We welcome New Entrant teachers and Principals to visit Lumsden Kindergarten and provide published material to share with our community.
- Lumsden Kindergarten has a School Group programme which children are invited to participate in to ensure knowledge, skills and dispositions for learning are strong.
- Parents are supported and kept informed through ongoing conversations.
- It is the responsibility of the parents to enroll their child at school.
- Children will be supported through the transition to school process by teachers in consultation with parents, caregivers and whanau.
- Assessment will make children's learning visible to parents and whanau in ways that show the child is ready to transition to school and responds to parent's aspirations for their child.
- Families are informed by Leaders there is an option for children to stay at Lumsden Kindergarten until they are 6 years old.

- A graduation ceremony is organised for families to attend with their child.

Philosophy: *'Friendships enable us to connect, negotiate and figure things out'*

Policy Developed: June 2017

Reviewed: March 2018, Feb 2020, April 2021, March 2022