

Children Ready for School Success Timeline



**WOKINGHAM
BOROUGH COUNCIL**

Transition into school can be a worrying and stressful time for children and parents/carers. A smooth transition is essential to support emotional health and wellbeing, and children who are well supported learn positive ways of coping with change.

Starting school is a huge step in any child's life and staff from both early years provisions and schools need to work together to support families in this transition period.

It is important that children and parents / carers are given opportunities to familiarise themselves with the school environment so that they can start building relationships with the key members of staff. Parents and carers need to have clear information about what will be happening in the transition process and how they can support their child.

Preparation for the transition should begin early and childcare providers and schools should develop positive relationships to facilitate the process. Practitioners should therefore ensure that there is good communication and information-sharing between themselves and parents / carers prior to a child starting school. The timeline below is a suggested approach that could be followed to ensure that different important aspects of a child's transition is supported and considered.

What enables children to be ready for school success?

"From conception, supporting parents and families to support their children to have strong social skills, being able to cope emotionally with being separated from parents, having effective communication, being relatively independent in their own personal care and to have a curiosity about the world and a desire to learn." This will then ensure that we have:

Ready communities + Ready services + Ready families + Ready children = Children ready for school success

Transition Timeline

Smooth transitions within the EYFS depend on a commitment from all professionals involved to develop positive communication links. In order to promote continuity for all children experiencing transitions between settings, it is important that there is a shared approach between all those professionals involved.

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Early Years Providers

- Provide Information boards QR code of 'Children Ready for School Success' add link to school admissions
- Remind parents / social workers to apply for school places before the mid-Jan deadline. Offer support where identified on completing the school admissions process.
- Review policies to ensure permissions are in place to share transition records.
- Arrange meetings/information sessions with parents / carers to discuss school transition, the process and 'Children Ready for School Success' resources. Invite a school to attend some of these meetings.
- Inform parents / carers of the schools open days/tours for children moving to school next Sept via school websites
- Address any outstanding issues identified in the 2yr old progress check and ongoing development reviews.
- Attend transition networks.
- Ensure that all annual EHCP reviews are applied/completed and receiving settings involved

Autumn Term:
4th Sept – 15th
Dec

School/Teachers

- Attend transition network.
- Provide feedback to early years providers/WBC on 'previous Sept' transition records and processes, are there any areas that could be enhanced or changed.
- Continue to hold discussions on current cohort progress in settling in and development.
- Continue to build relationships and 'presence' of early years providers. Invite Early Years providers to harvest festival, carol concerts and other seasonal school productions and events.

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Early Years Providers

Spring Term: 2nd
Jan – 28th March

School/Teachers

- Ensure that parents / social workers are aware of deadline for school applications and supporting information
- Update parents / carers on their child's progress during regular catch-up meetings
- Identify children requiring additional support/SEND/children in care and link up with any outside agencies involved with the family. Devise support plan for school transition
- Encourage parents / carers / social workers with children with additional needs/SEND /Children in Care to meet up with schools separately to discuss child's needs
- Attend transition network.
- Arrange further meetings/information sessions with parents / carers to discuss school transitions, the process and 'Children Ready for School Success' resources. Invite a school to attend some of these meetings.
- Ensure that all annual EHCP reviews are applied/completed and receiving settings involved

- Attend transition network and update contact details of the early years' providers/contact name and SENCO in the local area to ease communication and partnership working.

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Summer Term:
15th April – 23rd
July

Early Years Providers

School/Teachers

- Remind parents / social workers of deadline to accept offer of school place and waiting list procedures if required
- Schedule time to update your settings school transition document.
- Contact schools with details of children who will be attending in September & arrange sharing of information/invitation to the setting. Encourage the school to discuss children that may require additional support
- Attend transition network.
- 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 / carers and children.
- Ensure that all annual EHCP reviews are completed and receiving settings involved/SEND paperwork up to date and current

- Contact Early Years providers regarding details of children who will be attending in September & arrange sharing of information/visiting the children at the early years setting. Inform of open days/tours to be held at the school
- Attend transition network.
- Provide transition photos and information of the school, class, video of teacher reading a story/tour of school, toilets lunch room, class etc to early years providers or/and parents / carers to share with children.
- Offer extra resources or support visits for children with additional support/SEND/ children in care
- Attend Summer Term Personal Educational Plan (PEP) for Children in Care
- Arrange home visits and invite providers to bring children in for a visit.
- Invite local early years settings to sports days, fundraising events and end of term concerts and shows.

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Early Years Providers

- Identify clubs/sessions that children can attend to maintain routines and independence.
- Provide extra activity ideas for things to do with the children, especially children with additional needs/SEND/Children in Care

Long Summer
Holiday

School/Teachers

- Provide information for parents/ Carers to help prepare the first few days of school.