



## **Transition and Induction Policy**

At The Meadows Montessori School we want every child to make the best possible start to the school career so they develop a love of learning and enjoy their school experience.

### Starting at the Meadows in our Reception Class (EYFS)

Although many of our children attend Willow Park prior to joining school, it is still important that they undertake an induction process so they can adjust to the aspects that are new to them. We also frequently have a few children joining from other providers and it is essential that they are integrated happily into the class.

- Over the year information is sent to the children and families inviting them to assemblies and open events we may be having as a school.
- The parents receive a letter in the term prior to school entry indicating the programme of events we have developed and the dates of these.
- The class teacher will then visit the child in their current setting or home if they are not attending the setting where they will introduce themselves to the child and interact with them in their play .
- The teacher will aim to find out information about the child from staff and parents to aid them in the next step of the process.
- We host 3 induction sessions for the children and parents in the term prior to starting School.
- This is normally one morning session, one afternoon and one session including a lunch time
- If a child is still feeling unsettled they will be invited back for more session to try to ease any anxiety.

- In addition children can be offered pictures of staff and the setting so they can talk about it at home .
- If parents feel that their child may need to build up their session upon starting full time school this can be arranged.

### **Induction during the School Year – KS1**

- We acknowledge that any child joining in the course of a school year faces similar problems of adjustment to a new environment and new people even if they have been attending for some time.
- We therefore develop an individual and flexible plan with each parent. The structure would usually be to come and visit the school be shown round by the head teacher and meet their class teacher and classmates.
- On the first day we suggest the child stays for a limited time - this can vary between an hour, and all morning depending on the child. We also invite the parent to stay for as long as the child wants them to. This programme is maintained until the child settles happily in class - this could be one day or several.
- If the child settles happily we will move rapidly to full time attendance. The school recognises that if children feel safe and positive about change they are likely to achieve to their full potential.

### **Induction during the School Year – KS2**

- All of the above will also happen if required.
- A meeting will be planned for the class teacher, child and parent to meet together after a couple of weeks of joining our school. This is an opportunity to discuss how the settling in period is going and any problems or issues that the child may be having. It is also a good time to focus on positives and to plan for the continued learning in our classes.