

# Preschool to School Transition Agreement

Kadina Preschool – Kadina Memorial School – Wallaroo Mines Primary School – Wallaroo Preschool - Wallaroo Primary School – Harvest Christian College – St Mary MacKillop School



## Rationale:

The process of transition between any sectors of schooling is vital. Research has proven that a secure and trusting relationship between the educational sectors and their families assists in providing stronger and increased levels of engagement as student's progress through their schooling.

## Aims:

For children and their families to:

- Experience a positive educational and emotional transition from Pre School to School.
- Confidently and successfully engage in their first year of school and to prepare for their future education.
- With educators ensure a smooth transition process that takes into account an individual's needs.
- Engage in developmentally appropriate transition experiences.

## Process

### Prior to Transition Visits

#### Families

- Attend local school tours – Term 3 - Week 2 (Tues 9am & 5pm WPS, Wed 9am KMS, Thurs 9am WMPS, Fri 9am/3:30pm HCC, Wed 3/4/19 Week 10 Term 1 9am & 5pm SMMS) *This has been changed this year due to the COVID-19 pandemic (usually tours are held in Term 2)*
- Can organise an individual tour with schools as needed.
- Inform Preschool of school preference – before ~~end of Term 2~~ by Week 5 Term 3
- Enrol their child at school of choice and return forms to Preschool or School
- Attend transition meetings at chosen school

#### Pre School

- Meet with representatives of all schools/preschools involved with this agreement to organise transition dates and times
- Review the Transition Procedure annually with all stakeholders
- Send Preschool Educator to support school visits as negotiated/needed/available
- Preschool and school staff meet regarding transition to inform school staff of all appropriate information including:
  - Children's strengths, interests and photographs
  - One Plans
  - Support services personnel involved as required
  - Information, reports and programs from interagency support services
  - Organise meeting with families
  - Peer class placement requests/suggestions (KMS)
- By ~~early~~ the end of Term 3 inform families of transition dates and times (Schools to email Preschools a copy to check). The school letter needs to include information to say that if children are returning to Preschool after their part day school visits, then they will need their usual things for Kindy – like lunch, spare clothes, bag, etc.

#### School:

- Review the Transition Procedure annually with all stakeholders
- Meet with Preschool staff, families and Interagency support staff as needed
  - Offer transition meeting for families
  - Provide families with enrolment packs or via the Preschool
  - Liaise with all stakeholders to set dates and times for **Term 4** transition visits:

Preschool Ed. support for Week 2 & 3 visits if possible

Schools to organise their own SSO support for Weeks 4,5,6

**Week 2** - 1 hour 45 minute visit (8:45 – 10:30)  
**Week 3** – 1 hour 45 minute visit (8:45 – 10:30)  
**Week 4** – approx. 3 hour visit (8:45 – 11:30)  
**Week 5** – full day visit  
**Week 6** – full day visit  
– negotiate later end time with individual schools if required – the times listed above are the minimum

**Transition days will be: Tuesday - KMS & WMPS Thursday - KMS, HCC, WPS, SMMS** \*Individual programs can be negotiated with Preschool and School staff extended transitions, part time program.

## During Transition Visits

### Families:

- Ensure their child is prepared for transition visits as per requirements of school
- Discuss any initial needs with school staff eg. individual needs of child, bus access, custody matters and volunteer induction

### Preschool:

- Liaise with school staff to make transitions as successful as possible
- Assist families during process

### School:

- Conduct developmentally appropriate play based transition visits for children and their families
- Connect with families
- Inform families of information sessions/resources eg. Jolly Phonics, Listening to reading etc.
- Inform families of Governing Council and Parent Clubs, etc
- Be responsible for collection and supervision of bus children

## Transition for Special Options and Disability Unit Placements

- Students entering the Special Options class (Moonta Area School) or Disability Unit (Kadina Memorial School) will receive an offer of placement by the end of Term 3 and will need to determine whether they want to accept the place. Families can contact the Education Office Senior Special Educator for more information.
- Once a placement is confirmed, school enrolment forms need to be completed
- Special Option Placements (eg The Disability Unit or Special options class) – transition programmes will be negotiated between preschool and school as soon as the placement is confirmed
- Students entering the Special Option or Disability Unit will be able to access transport when they meet the following requirements:
  - Turn six years of age
  - Live 5km or more from the special options school
  - Have transport included on their NDIS Plan
  - Sites work with the parents and NDIS to organise and submit paperwork to the Department for Education

## Other important information

- Buses are available for eligible students. Please speak to your school to organise.
- Uniforms are not compulsory during transitions (hat, water bottle, lunch box and appropriate clothing is required for visits)
- This agreement is reviewed formally each year. The Director at Kadina Preschool will initiate and organise the meeting.
- Preschools to send children's statement of learning to schools at the end of the year.
- School staff are invited and encouraged to visit preschools to look through children's Kindy profile/learning books and get to know the children.
- Preschools to have completed One Plans for children receiving more than 8 hours of support at Preschool, Students in Care and Aboriginal Learners.
- Distribute this agreement to Junior Primary teachers, Moonta Area School and Moonta Kindergarten