



ACT
Government
Education

Charnwood-Dunlop School
Bettington Circuit, Charnwood ACT 2615
Phone: 6142 2680
Email: info@charnwoodps.act.edu.au



Transition program for Preschool and Kindergarten

To provide children with a successful start to Kindergarten, the preschool transition program includes a number of opportunities for children and families to become familiar with and comfortable at our school.

The following transition processes are in place:

Transition to Preschool

Initial Meeting and Tour

Before or at enrolment, families are encouraged to make an appointment with the principal to discuss their child's needs; family arrangements and learn about the preschool philosophy. The principal will organise a tour of the preschool at this time and provide an information pack about the school.

Information Sessions for Families

An information evening and/or morning is held for families in term 2 prior to the enrolment cut-off date to introduce families to the preschool and supports available for families such as West Belconnen Child and Family Service and Belconnen Community Services. Families may attend an optional tour of the school.

Meet the Team

In term 4 of the year before enrolment, families are invited to attend an information session about starting preschool and/or kindergarten and a welcome pack is given to each family. Educators are in attendance at this meeting.

Welcome Pack

The enrolment pack is given to families at the term 4 information session. The enrolment pack contains the following:

- A welcome letter
- Preschool Handbook
- Out of School Hours Care form
- Preschool requirements
- Media release form
- Medical forms
- Information on reading with your child
- KidsMatter *Starting School* information
- Information about the P&C
- Information about volunteering

Visits to Preschool for Children

Once a week, for three weeks in term 4, families are invited to visit the preschool for a morning session. Current preschool children will relocate with educators to another area of the school and visits are facilitated by the Principal and Executive Teacher, with preschool teachers available to meet families and answer any questions.

Families are welcome to attend one or more sessions depending on the needs of their child.

Welcome Pack for Children

At their visit to preschool, children are provided with a gift bag containing the following:

- Certificate of Attendance
- Playdough
- Bubbles
- Box of coloured pencils
- Alphabet placemat
- Say it, make it, write it name activity

Getting to Know You Interviews

In week three of term one each year families are invited to attend a getting to know you interview. The purpose of this interview is for families to share information with the teaching team about their child. A proforma is sent home to assist with this process.

Transition to Kindergarten

We have a range of practices in place to ensure children are provided with opportunities to access programs and facilities across the school. These practices include:

- Preschoolers visit the school regularly when borrowing library books, attending assemblies or special events
- Families are invited to events such as the disco, market day, fete, Grandfriend's day, art show and carols
- A newsletter is distributed to all families in the preschool and school every fortnight
- The school website and Facebook site contains information about the preschool and school, including access to policies, procedures, happenings and resources

Information Sessions for Families

An information evening and/or morning is held for families in term 2 prior to the enrolment cut-off date to introduce families to the preschool and supports available for families such as West Belconnen Child and Family Service and Belconnen Community Service.

Meet the Team

In term 4 of the year before enrolment, families are invited to attend an information session about starting preschool and/or kindergarten and a welcome pack is given to each family. Educators are in attendance at this meeting.

Welcome Pack

The enrolment pack is given to families at the term 4 information session. The enrolment pack contains the following:

- A welcome letter
- School Handbook
- Out of School Hours Care form
- Kindergarten book pack requirements
- Media release form, including See Saw and Facebook permissions
- Medical forms
- Information on reading with your child
- KidsMatter *Starting School* information
- Information about the P&C
- Information about volunteering

Visits to Kindergarten for Children

In terms 3 and 4 of the year before enrolment to Kindergarten, visits between the preschool and Kindergarten are organised to enable preschool children to feel familiar with the Kindergarten classrooms, teachers and routines.

Once a week, for three weeks in term 4, children visit the Kindergarten rooms to participate in learning experiences facilitated by the Kindergarten teachers. Current Kindergarten children relocate to the preschool with preschool educators.

Sharing of Information

Preschool educators conduct an oral language assessment, complete a rating scale of children's writing efforts and collate any additional information that is of use to Kindergarten teachers such as ILPs, reports from external agencies or medical information.

Children with Additional Needs

Families of children with additional needs are invited to meet with their child's educator to share information. Where specific training is needed for educators, this is undertaken in term 4 prior to enrolment or transition to Kindergarten.

