**Charnwood-Dunlop School**

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**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/deputy principal to discuss their child’s needs; family arrangements and learn about the preschool philosophy. The principal/deputy principal will organise a tour of the preschool at this time.

*Information Sessions for Families*

In term 4 of the year before enrolment, families are invited to attend an information session about starting preschool 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 information pack includes important information about our preschool program, as well as the school handbook.

*Visits to Preschool for Children*

Families are invited to visit the preschool for two orientation sessions in term 4. Our executive team and preschool teachers are available to meet families and answer any questions during these visits. At this time, our current preschool children will participate in their kindergarten orientation visits.

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

*Getting to Know You Interviews*

Families are invited to attend a ‘getting to know you’ interview in term 4. These interviews provide an opportunity for families to pass on any important information about their child before the school year commences. Our staff will use the information that they get about each child from these interviews to create student centered learning opportunities which maximise student engagement and build on student strengths to facilitate learning. Families will be invited to select an interview time at the parent information session.

**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

*Initial Meeting and Tour*

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

*Information Sessions for Families*

In term 4 of the year before enrolment, families are invited to attend an information session about starting 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 information pack includes important information about our kindergarten program, as well as the school handbook.

*Visits to Kindergarten for Children*

In term 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.

Children visit the kindergarten rooms to participate in learning experiences facilitated by the Kindergarten teachers.

*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. We also offer additional transition visits for identified students where appropriate.