**Transitions Policy**

Barking Pre-school aims to provide a setting which is fully inclusive to all children and their families and in doing so will make sure that the transition both to and from the setting is as smooth a process as possible.

We will:

* Ask all parents when filling out the ‘All About Me’ booklet to complete a section asking whether their child attends another Early Years Foundation Stage setting or group. This enables the pre-school to liaise with other settings (with parental consent) to identify how best to encourage further development and to ensure the child settles well into our pre-school.
* Liaise with primary schools in the term prior to the child leaving our pre-school and invite the teacher into the setting to meet the child in their familiar surroundings.
* With parental consent we will liaise with local health visitors and health teams either directly or via the parents should a child need more specific help in one or more areas, for example speech and language.
* Any child with Special Educational Needs (SEN) will already have an Individual Educational Plan (IEP) and this will be discussed with the new school/setting so that the new setting can focus on what it needs to arrange for that child’s needs.
* We will respect the confidentiality of both parents and children and only discuss information about a child which we see relevant to the smooth transition for the family.

Signed: .................................................................... Date: .............................

Chairperson