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CRESWICK NORTH PRIMARY SCHOOL

TRANSITION TO SCHOOL POLICY – KINDERGARTEN TO FOUNDATION

PURPOSE

To provide a positive start to school and a practical guidance for childhood professionals working with children and families while they transition to school.

SCOPE

This policy applies to all transitioning students and families and also to staff at Creswick North Primary School.

POLICY

At Creswick North Primary School we aim for a structured approach to build happy, positive relationships with upcoming Foundation children starting at the beginning of each year which involves a series of interactions with the kindergarten and school, both for the individual child and their parents/carers.

At Creswick North Primary School we provide events and liaison activities which occur between Creswick North Primary School teachers along with staff from local kindergarten and child care facilitators throughout the school year.

These include:

- Individual tours offered to all incoming parents and children.
- The Principal is available for tours each Tuesday or a suitable day and time can be arranged.
- Kindergarten children are invited to come along to our school and participate in a variety of classroom activities, meet future classmates, get to know the teachers and familiarize themselves with the school environment.
- All incoming Foundation students receive a welcome letter with a book from their teacher. Individual interview times listed.
- Invitations to BBQ and other whole school events.
- Outline opportunities to support the school through being a parent helper or a member of one of our committees- gardening, fundraising, school council
- A 'Teddy Bear Picnic' or Science Expo afternoon early Term 4 at which the current Foundation students and the prospective Foundation students take part in activities.

- Match upper year buddies to help Foundation students to happily settle into school life. Their buddies also plan and implement literacy and numeracy activities to do with their buddies in allocated sessions throughout the year with a focus on 'Reading Buddies', inquiry learning and ICT.(one per term). Photo with buddy is given to new student with a special welcome message.
- Parents encouraged to organise a Playgroup, using the Multipurpose room, one day a week.

TRANSITION EVENTS IN TERM 2

In term two the school will outline activities and school tour dates for Education Week (*Grandparent Morning is held in Education Week*) & Enrolment Week in a school brochure. This will be displayed in prominent locations in the Creswick community (and other locations) and highlighted on our school website and Facebook page. A large ENROL NOW Banner is displayed outside school or shifted to other locations at times. School holds an annual community Open Day. This event is well advertised with Flyers placed around the town. (shop windows...)

TRANSITION EVENTS IN TERM 3

At Creswick North Primary School we advertise an **Enrolment Week**- Term 3 in local paper, also at Kinder, Childcare Centre, Flemo's Milkbar, Website, Facebook, Community Noticeboard and anywhere else necessary.

At Creswick North Primary School we write letters to Kinder/Childcare children from Foundation/1 students Transition Days for Kinder and Childcare Students for 2021-2022 school year

At Creswick North Primary School we take current school students to visit the Creswick Kindergarten and Childcare Centre.

TRANSITION EVENTS IN TERM 4

At Creswick North Primary School we send our school Letter/Booklet of Information to prospective parents. This itemises events for Kindergarten transition in Term 4.

Week 1 – The Foundation Teacher makes a phone call to prospective families, touching base and offering assistance and help with the transition into Primary School.

Week 2 – Creswick North Primary School Year five students visit the local Kindergarten and Childcare Centre, we take 2 students each time. The Students read a book to the kinder students and also participate in an activity.

Week 3 – Creswick North Primary School have an annual Teddy Bears Picnic Breakfast. Local Kinder students are invited to attend and parents are also welcome. All Foundation/Year 2 Creswick North Primary School children along with kinder children are asked to bring their teddies.

Week 6-

Kindergarten transition students visit Creswick North Primary School for the morning between 9.00-11.00 am

At Creswick North Primary School we provide a comprehensive handbook on how to ensure a smooth transition is provided for all families.

Orientation Day - State-Wide Orientation Day – Tuesday 7th December

Sstudents attend Creswick North Primary School for Orientation Day from 9.00am to 1.30 pm

January 2021

At Creswick North Primary School a letter is sent to each newly enrolled child from the classroom teacher one week before school begins for the new school year. This letter includes dates for each school term along with Interview times and dates listed for each child. Parents are invited to attend.

School Starts Thursday 28th January 2021

February 2021

Parent to accompany child to Literacy and Numeracy Interviews.

First Day/Week of School – Whole School Welcome Assembly which is held in the afternoon in the Multipurpose room.

At Creswick North Primary School we make a follow up phone call at the end of the students first week to parents/carer to see how their child is ‘travelling’ with the transition into Creswick North Primary School.

REVIEW CYCLE

This policy was last updated on 4th December 2020 and is scheduled for review in 2021.