

Transition into Tree House

This year Transition is going to be adapted to the current national situation. It is hard to know where the country will be with fighting off the pandemic and what government guidelines will be in time September. Regardless it is important for us to put a plan in place for the children joining the Tree House family. This will give families the comfort in knowing a definite plan in is in place. It will allow families to begin to prepare their child for starting their new school. Due to 'not knowing' what September government guidelines will entail we have planned cautiously hoping they will more than meet the expectations.

Objective

Children joining Midfield Primary will have a successful transition into the Tree House family.

Desired Outcome

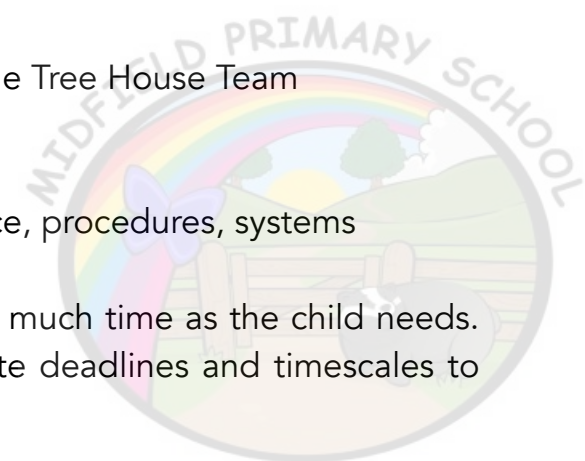
Children will be excited, happy, confident and will feel safe coming into the setting.

As a consequence of the above being achieved children will want their independence from their families.

We will achieve this by:

- Creating an effective two-way communication system with families
- Preparing children for their first encounters of the setting through video and social stories
- Building the foundations of strong relationships between the children & their families and the Tree House Team
- Collating information that is important from the families about the children
- Having conversations with other professionals who work(ed) with the children
- Preparing the environment to suit each child's needs; communication systems, physical space, procedures, systems

The most important thing we will do to ensure we achieve a successful transition is to take as much time as the child needs. Although we plan a 'skeleton' of steps for transition into the setting, we try not to tie definite deadlines and timescales to



June 2020

them. Ultimately we want every encounter the children have with the setting to be positive; they must always feel safe when they visit.

Effective Two-Way Communication System

Throughout Term 6 the ARP Lead will be making regular contact with the new families. This will be through a series of phone calls, giving them access to the Tree House mobile number and email address. This is to ensure families can ask questions or inform the school about anything they feel is important prior to their child being on roll at Midfield Primary School.

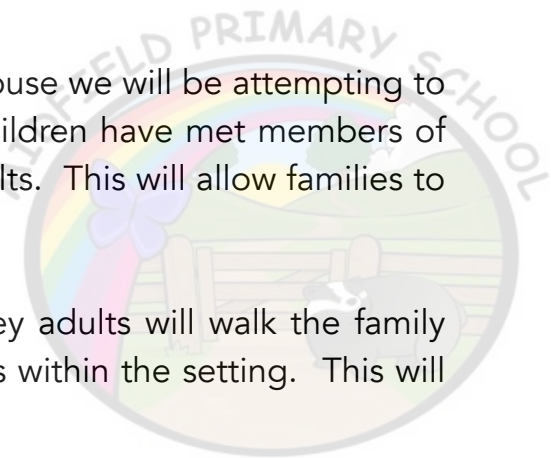
Preparing Children for their First Encounters

On the school website a 'social story' introducing Tree House will be available to the families to download. The social story will introduce the physical setting to the children. Alongside this a video will also be available that will help illustrate key areas around the school and in the setting. *We will be introducing the children to the setting as if we will be 'socially distancing' still when we return after the summer. Once school has started, and if the need to socially distance lessens, we will begin to add new areas and set ups to the children. This will cause less confusion and anxiety to keep the setting the same between now and September. Our sensory room is currently out of action as we are not able to follow social distancing guidelines within it, we are hopeful that in September we will be able to open it again.*

Building the Foundations of Strong Relationships

As we are not able to do our regular setting visits, home visits and stay & play sessions in Tree House we will be attempting to use video conferencing as a tool to introduce key team members to the children. Once the children have met members of the Tree House team who will be key to them we will provide the families with photos of the adults. This will allow families to talk about the key adults to their children.

The children will be invited to do 2 orientation visits to the school. During these visits the key adults will walk the family around the school grounds to the Tree House setting. They will show the children the key areas within the setting. This will give the children the opportunity to encounter the new environment without other children.



Collating Information about the Children

There will be a planned telephone appointment between the ARP Lead and the children's families. During this appointment the ARP Lead will be asking key questions to gather as much information as possible about the children. This information will then be used to inform the personalised transition and tailored learning for the children when they join the Tree House Family. It is important that we have a deep understanding of the children so we are able to plan for their needs and interests.

We usually visit the children's current setting and their homes. As this is not possible at this time we will be contacting the children's current settings or any key professionals who work(ed) with the children to ensure a well informed and thorough hand over occurs. This is an important part of the transition, allowing us to ensure we have key resources for communication and sensory diets available and ready for when the children start.



Term 6 (June & July 2020)

Step 1	ARP Lead contact families; share transition plan and book telephone appointment Social Story "My New School" available to download from the website "My New School" video available to watch, accessible from the website
Step 2	Telephone appointment for collating information from families
Step 3	Families will be given a task to complete with their child or for their child Contact made with key professionals to start a thorough hand over
Step 4	Video conference with children and key Tree House team members
Step 5	First orientation walk around school building and into the Tree House environment
Step 6	Second orientation visit with short time to play with key Tree House team members

Term 1 (September 2020)

Step 6	1 hour - Stay and Play visit with family member in Tree House (no children present)
Step 7	1 hour - Stay and Play visit with family member in Tree House (no children present)
Step 8	1 hour - Stay and Play visit with family member in Tree House (other children present)
Step 9	1 hour - Stay and Play independent from family in Tree House (other children present)
Step 10	1 hour - Stay and Play independent from family in Tree House (other children present)
Final transition plan is made after reviewing how children manage during their independent sessions in the setting	

Final transition plans come in all shapes and sizes! Ultimately they are guided by and tailored to the children's needs.

If a child has come from a nursery setting often they need longer time to build up resilience to a longer day and so they might start doing morning sessions only, going home before lunch time.

If a child is transitioning from another provision or mainstream they may be used to the length of a school day and might be able to do a few half days and then start full time quite swiftly.

We will always insist on half days for new children in September at least until Week 3 of term. The start of the school year is always challenging for children who are returning to the provision after the summer holidays. They will always be tired in the afternoon. As a consequence the afternoons can be tearful for some and we can experience 'unexpected' behaviour. The Tree House team need to be available for the children when this happens which could mean they are not able to give the new children joining the provision the full attention they deserve. We find by Week 3 of term the children are settled and back into the routine of the school day and have built up their resilience to the length of the school day.

For the Adults

During your child's transition we will plan 1:1 sessions with the families and the ARP Lead. In these sessions the provision policies, procedures, systems and learning approach will be shared with you. This gives you lots of opportunities to ask questions. We appreciate that starting a new school can be daunting for the families as much as it is for the children.

During the initial telephone appointment we will ensure you have access to information regarding school uniform, the school day and discuss your plans for travelling your child to and from school.

