FOUNDATION (PREP) TRANSITION POLICY

PURPOSE

- To facilitate a happy and smooth transition from a variety of pre-school situations to school.
- To enable parents to give their child a realistic and positive attitude towards the commencement of schooling.
- To ensure that each child is emotionally, socially and physically ready for school.

IMPLEMENTATION GUIDELINES

Each year the following events will be organised to prepare families for enrolment.

- Visits to local kindergartens/child care centres by a Wattle Park Foundation representative will occur throughout the year.
- School Tours are offered for parents and students starting in term 2 (middle of April).
- Enrolments are taken from May each year, and enrolment forms are available both online and in hard copy at the office.
- A Foundation Information night is held each year in May.
- Open Day is advertised to kindergartens and child care centres through flyers, posters and personal visits.

A range of activities will be provided which aim to assist students to get ready for school.

- A series of classroom orientation sessions with Foundation and specialist area teachers is held in fourth term for all students to attend.
- A Foundation Orientation night is held in September and an information pack is given to families.
- Parents are encouraged to share their Transition Learning and Development Statements with the school, to assist with class groupings.
- A friendship selection form is given to parents at orientation night to also assist with class groupings.
- Class groups will be based on all collected data (Transition Learning and Development statements, friendship requests and observation notes of social skills and work habits taken during school visits).
- Welcome packs including letters advising parents of their child’s class grouping, individual interview date/time (see below for further information) and buddy letter are sent out in the final week of term 4.

At the beginning of each year:

- Foundation students do not attend school on Wednesdays in February. This time is used to schedule a one-on-one hour session between each student and their teacher.
- A modified classroom program will be implemented to assist a smooth transition, including:
  1. Classroom routines
  2. Toilet routines
3. The layout and boundaries of the school
4. Activities to develop self confidence and social interaction
5. Appropriate playground behaviour and problem-solving strategies

- Foundation teachers will liaise with Year 6 teachers to organise further opportunities for Foundation students to meet regularly with their Year 6 buddies.

EVALUATION

The principal, staff and school community will undertake evaluation of the policy and program.

LAST REVIEWED – 12 September, 2006

CURRENT REVIEW – August 2013