

Transition to School Plan

PLANNING CYCLE 1- February/March & PLANNING CYCLE 2- April/May					
Area	Outline of what is required	By Whom	When	Follow Up Required/ Notes	Date Completed
School readiness program	Complete a <i>transition to school plan</i> for the February/March planning cycle.	ECT & pre-school educators	January		
Transition to both preschool rooms	Provide support to children and families during this stressful transition period.	Both pre-school Educators and ECT	February/ March		
Factsheet	Provide families with a copy of the, ' <i>Is Your Child Ready for School,</i> ' factsheet.	ECT	April		
School readiness information pack for families	Research and have a range of school readiness information available for families. Provide both pre-school rooms with a copy of <i>Continuity of learning</i> , as a reference for school readiness activities.	ECT	April/May		
School readiness pack for families	Create a school readiness pack for families that has the school readiness program, survey and other information about school readiness to assist families in making a decision about school readiness– enforce surveys to come back.	ECT in collaboration with SPS educators	April/May		
Meetings with school	Arrange a meeting with the deputy school principal and relevant teachers to get to know them. Explain how our centre would like to build a collaborative partnership with them. Create a <i>transition plan</i> for the pre-school children	ECT in collaboration with SPS educators	April/May May		

	For example: Visiting the school library and getting the librarian to read some stories; setting up a buddy system with year six (6) children and playing some games on the oval or organising a school visit with the children; organising morning tea with small groups and the kindergarten children; visits to school to familiarise children with toilets, canteen, playground etc.				
School Readiness Family Pack	Ensure each child has a school readiness pack-email to family of transitioning children (pre-school and school).	ECT/Director	May		
Centre specific strategies to be listed below					

SNAPSHOT-June and PLANNING CYCLE 3-July/August					
Area	Outline of what is required	By Whom	When	Follow Up Required/ Notes	Date Completed
School Readiness Information for families	Attach information on school readiness in the newsletter for families as well as the <i>Weekly Roundup</i> (Friday email). Include websites the families can access.	ECT/Director	June		
Arrange first visit to pre-school or school to familiarise children with library, toilets, canteen, playground etc.	Organised in April/May with assistant principal and other relevant teachers. Ensure excursion regulations are followed. Split children into small groups, 11 children at a time.	ECT / junior and senior preschool educators	July/August		
Parent Information Evening	Arrange parent interviews with the preschool room leaders and the ECT, covering the areas of school readiness.	ECT / junior and senior Preschool Room Leader	June		
ACT pre-school and Kindy Teacher-Blurb	Get the local ACT pre-school and kindy Teacher to write a small blurb to include in our newsletter to explain the expectations of the children when they attend pre-school and school.	ECT	Arrange to put in July newsletter		
Centre specific strategies to be listed below					

PLANNING CYCLE 5-September/October, Snapshot-November					
Area	Outline of what is required	By Whom	When	Follow Up Required/ Notes	Date Completed
Visits to the school library	Organised in April/May with assistant principal and other relevant teachers. Small groups of 11 children at a time. Ensure excursion regulations are followed.	ECT/ junior and senior preschool educators	September, October & November		
Visits to kindergarten children	Organised in April/May with assistant principal and other relevant teachers. Small groups of 11 children at a time. Ensure excursion regulations are followed.	ECT/ junior and senior preschool educators	September, October & November		
Visits with year six (6) children from Macquarie Primary School	Organised in April/May with assistant principal and other relevant teachers. Small groups of 11 children at a time. Ensure excursion regulations are followed.	ECT/ junior and senior preschool educators	September, October & November		
Arrange second (2 nd) visit to preschool or school to familiarise the transitioning children, toilets, canteen, playground etc.	Organised in April/May with assistant principal and other relevant teachers. Small groups of 11 children at a time. Ensure excursion regulations are followed.	ECT/ junior and senior preschool educators	September, October & November		
Develop a group project	For the children to develop an ongoing project about going to school – which pre-schools and	Both junior and senior preschool room educators	September, October and November		

	schools they are going to, create murals, learning stories etc.				
School lunch box	Children to bring in a lunch box for the week. The centre cook to make sandwiches, wrap them in cling wrap, educators to place sandwiches into children's lunch boxes. Children to practise unwrapping the cling wrap etc.	Centre Cook, junior and senior preschool educators and ECT	November		
Centre specific strategies to be listed below					