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## Caroline Chisholm School – Chisholm Preschool Unit Orientation for Kindergarten Procedures

The preschool unit's 'transition to school' program may well vary from year to year depending on the needs of families and children commencing at the preschool. Hence it is not considered appropriate that this procedure dictate specific practices. The transition to school program is however flexible enough to acknowledge the individual needs of children, involve their parents, involve the child regularly visiting the kindergarten area before he/she commences and occurs over time so as to ease each child's transition. The ways in which this will occur are expected to slightly vary from year to year, depending on the particular needs of families. Therefore the preschool's transition to school strategies could include all or several of the following: Throughout the year, the teaching staff will use both formal and informal means to provide parents and carers with:

- information in relation to the junior campus
- various kinds of support and information for parents/carers and children in relation to school transition
- confidential support for parents/carers in relation to the likely needs of their own child as they initially adapt to formal schooling.

### Information Night

An information night for preschool parents and carers is held during semester 2 in the year prior to commencement of kindergarten. During the information night, parents and carers receive information to support their child's transition into kindergarten. They will also receive an information pack that includes a handbook, information sheets, procedures to support policies of enrolment and an opportunity for questions and answers. Family tours are also available on request to see the school in action.

### Educational Program

The preschool educational program will be used to orientate children to the school setting e.g. props in the dramatic play area, books and songs that are school themed, 'school readiness', social and emotional skills and developmental milestones which support the kindergarten program will be actively fostered etc. Towards the end of the year routines may become more 'school-like' e.g. the marking of the class roll, self-help strategies while eating lunch and recess and toileting and whole group sessions. Regular visiting practices to the primary school over the preschool year including assemblies, story time, sporting events, celebrations, library and hall facilities and buddy activities.

### Orientation Visits

During term four, Orientation Visits will be set up to allow children to meet kindergarten teachers and engage in the kindergarten program and classroom. These sessions will allow children to engage in a typical program, followed by routines of eating fruit break and a play on the equipment. The preschool educators also organise a special day to purchase from the canteen.

### Information Exchange

Each year the kindergarten and preschool teachers meet during term four to support forming class lists and sharing of information. Teachers are encouraged to share information from developmental milestones and comments from school reports to support transition.

### Transition Plans

For students who may require support, a detailed transition plan is created, allowing further information to be shared. These are based on the individual child and can include a variety of strategies including social stories, meeting the teacher, arriving at school the day before school starts, parent and carer meetings etc. Support At Preschool (SAP) can also support these interventions.

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