



Transition Policy 2026 – 2027

1. Purpose and principles

This policy covers children starting at Grandpont, moving between rooms or provisions, attending more than one setting, and leaving Grandpont for another early years setting or school.

Transitions will reflect Grandpont's vision and values: careful, gentle interactions; love, respect and responsive caregiving; nurturing relationships; inclusion; and close partnership with families so that children feel safe, secure, valued and ready to thrive.

Practice will be child-centred and responsive to each unique child. It will support continuity across Grandpont's play-based curriculum and the seven interconnected EYFS areas of learning and development, with particular attention to communication and language, physical development, and personal, social and emotional development.

2. Aims

- to make each transition safe, inclusive, positive and appropriately paced for the child;
- to build respectful partnerships with parents and/or carers, recognising them as their child's first educators;
- to ensure continuity of care, relationships, learning and support; and
- to identify and plan promptly for medical, safeguarding, communication, developmental or SEND needs.

Last reviewed	September 2026
Next review	September 2027

3. Starting at Grandpont Nursery School and Childcare

Once a place is offered, the relevant Teacher, Manager or key person will agree a flexible settling-in plan with the family. This may include visits, a home visit or virtual meeting, and a staggered start. The plan will take account of the child's needs, interests, routines, culture, language, relationships, health, development and previous experiences.

Every child will be assigned a key person. The key person will help the child become familiar with the setting, provide a settled relationship, tailor care to the child's individual needs, build a relationship with parents and/or carers, and help the family access specialist support where appropriate.

Parents and/or carers will be told the name and role of the key person and given information about routines, the EYFS curriculum, how Grandpont supports children with SEND, and how learning can be shared between home and the setting.

4. Internal transitions

For a move between Grandpont rooms or provisions, the current and receiving key persons will plan together with the child and family. Relevant information, effective strategies and any necessary resources or adjustments will be shared before the move. Familiarisation visits will be offered and increased where this would benefit the child.

5. Children attending more than one setting

Grandpont will maintain a regular two-way flow of relevant information with the child's other provider(s), involving parents and/or carers. This will support consistent care, safeguarding, curriculum experiences and assessment while avoiding unnecessary duplication of records.

6. Moving to another setting or school

Grandpont will work with the child, family and receiving setting to support continuity. Arrangements may include visits, transition objects or books, photographs, social stories, Information shared will be relevant, accurate and proportionate. It may include the child's interests, strengths, progress, learning and development needs, effective support strategies, medical needs and—where helpful—the characteristics of effective teaching and learning. Assessment will support professional dialogue and will not require excessive paperwork or unnecessary evidence.

Where applicable, statutory assessment information will be shared within the required timescale. If a child moves during the academic year after an EYFS Profile has been completed, Grandpont will respond to a request from the receiving school within 15 days. meetings and direct discussion between practitioners.

Last reviewed	September 2026
Next review	September 2027

7. SEND and other additional needs

For a child with SEND or another identified need, transition planning will begin early and involve parents and/or carers, the Inclusion Manager, Assistant SENDco, key persons, receiving staff and relevant professionals. Plans will record the child's strengths, needs, successful strategies, reasonable adjustments and any enhanced transition arrangements. The child's views will be sought and represented in an age-appropriate way.

8. Safeguarding, information sharing and confidentiality

Records will be stored and transferred securely and accessed only by those with a right or professional need. Parents and/or carers will be involved in information sharing and consent will be obtained where required. Information may be shared without consent where this is necessary and lawful to safeguard a child.

The Designated Safeguarding Lead will liaise with the receiving setting's safeguarding lead where appropriate. Child protection records will be transferred separately, securely and in accordance with Grandpont's safeguarding procedures, with confirmation of receipt.

9. Monitoring and review

Leaders will monitor the effectiveness of transition arrangements through feedback from children, families and receiving providers. This policy will be reviewed annually and sooner if statutory guidance, local procedures or Grandpont's provision changes.

Last reviewed	September 2026
Next review	September 2027

Appendix: helping your child settle at Grandpont

Before your child starts

- Share your child's interests, routines, strengths, communication, health needs, worries and the strategies that help them feel safe.
- Visit Grandpont with your child and explore the indoor and outdoor spaces.
- Meet your child's key person and ask any questions about routines, care or the curriculum.

Once your child starts

- Agree a calm, consistent goodbye routine with the key person.
- Tell your child when you are leaving; avoid leaving without saying goodbye.
- Share changes at home that may affect your child and ask the key person for an appointment if you need a longer conversation.
- Settling takes different amounts of time. Grandpont will review the plan with you and adapt it to your child.

Last reviewed	September 2026
Next review	September 2027