



CARGILFIELD

TRANSITION POLICY 2023 ARRANGEMENTS FOR NURSERY TO P1

Children currently attending Nursery

In almost all cases the children who attend the Nursery Class at Cargilfield carry on into Primary 1.

In the rare cases where this does not happen Cargilfield liaises closely with the other school and carries out their transition requirements. Copies of the child's Learning Journal and curriculum overview will also be sent. Additional assessments and evidence may be sent on request.

Children joining Cargilfield for Nursery or Primary 1

- When children are due to join our Nursery Cargilfield will request profiles from any previous centres and will also talk with them if this is seen as necessary.
- The children are requested to come for a taster afternoon where they are given the opportunity to explore the Nursery and interact with the current Nursery children.
- During the taster afternoon each child will undergo an assessment of age and stage appropriate tasks. These will be conducted by Head of Nursery or Depute Head in charge of Pre-Prep. A place will be offered on satisfactory completion of the taster afternoon/assessment.
- At the point of transfer into Primary 1 children from other nurseries are requested to visit Cargilfield for several induction sessions throughout the second half of the Summer Term. This gives them and the others from our Nursery class the opportunity to meet each other, to see their classroom and to meet their teacher.
- If necessary other visits will be arranged in discussion with parents.

Parents of children joining Cargilfield for Nursery or Primary 1

- A teacher parent transition meeting is held with parents whose children are coming into Nursery. This takes place in the Autumn Term between The Head of Nursery and the child's parents.
- At the start of the Summer Term Parents attend a presentation on what to expect in terms of transition in the last term. This is presented by the Head of Nursery and give

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45 Gamekeeper's Road, Edinburgh, EH4 6HU

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Email: admin@cargilfield.com Website: www.cargilfield.com

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the parents an opportunity to answer any questions they have about their children going into Primary One.

- A transition information meeting on the Primary One Curriculum and the logistics at the start of the Autumn term is held for all parents who have children going into Primary One. This takes place at the end of the Summer Term with the Primary One teachers.

Transition Activities for Children

- Throughout the course of the Summer Term the Pre-school children attend Pre-Prep assemblies, play times and Primary One taster sessions with Nursery staff within the final half term to allow the transition to be as seamless as possible.
- During the final week of the Summer Term children will spend an afternoon in their new class with their new teacher. External children will also be invited to join the taster sessions and move up session.
- Primary One children will buddy up with Nursery children to show them around the classroom and teach them the Primary One routines.
- Primary One and Nursery will link up throughout the final half term to take part in various activities such as reading groups, trips, and play.
- Nursery children will take part in Scottish Country Dancing sessions for several weeks in the final half term.
- Nursery children will also be involved in a transition and growing up theme for their final weeks in Nursery that will then be continued and extended in Primary One.

Primary 1 Teachers Visits to Nursery

- The Primary 1 teachers spend time in the Nursery Class and Nursery Garden during the Summer Term getting to know the children and liaise closely with the Head of Nursery to understand current stage and development of each child.

Transition Meetings with teachers

- A transition meeting between the Head of Nursery, the child's key worker and their new class teacher takes place prior to transfer and each child's transition pack is discussed and passed on. Included in this pack is their transition document, Curriculum Overview, self-portrait, name writing, Next Steps and detailed notes on literacy, numeracy and health and wellbeing. A further meeting will be held at the beginning of the academic year to further discuss the children once settled.

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- Primary One teachers will be involved in any final child planning meetings for specific children to ensure that they are fully aware of the child's needs and other agencies that are involved.
- Further transition arrangements will be made depending on a specific child's need. Some children may require additional support with transition. Parents and teachers will liaise with each other to ensure that all children's needs are met.

A questionnaire is sent to all parents involved in the transition process to seek feedback and to allow for further adjustments and evaluation of the process. The results of which will be discussed and acted upon where necessary.

Cargilfield is keen to have good relationships with its feeder nurseries and visits are regularly arranged for pupils, staff and parents. The Head Teacher and his wife also visit local nurseries to build a relationship for potential parents who might think of sending their children to school at Cargilfield.

Updated by Tiffany Murdoch, Head of Nursery, August 2023