



Gawber Primary School

FOUNDATION STAGE TRANSITION POLICY

September 2025



Rationale

At Gawber Primary, we believe that transition to a new school or class should be planned, smooth and well managed. We aim to ensure it is stress-free for children, staff, parents and carers. Effective communication between school staff, parents and previous settings ensures that new starters feel safe, well-known and cared for. Before transition, teachers liaise with staff from previous settings to discuss children's needs and abilities. This prior knowledge enables staff to plan activities to challenge each individual child and support their academic and emotional development. It is vital that all staff in school see all pupils as their collective responsibility, including new starters.

Links between settings

In the summer term before the children start school, teachers contact each child's current setting to discuss their current development and interests with their key workers. Teachers then use this information to plan activities that will challenge and engage new starters in September. Teachers plan visits to other settings to meet children and observe them in a familiar environment. If a child does not attend a childcare setting, teachers invite the child and their parents into school or visit them at home where appropriate.

Transition into FS2

Transition for new starters begins in the summer term before they are due to start school. Children from all settings are invited to visit the classroom with their parents and carers. Parents are encouraged to leave children with their new teachers for a short time during the visit, so children can explore the classroom and begin to build a relationship with their new teachers. These visits are split into small groups, which gives staff more time to interact with individuals and allows the children to explore in a calm, quiet environment.

In the first week of school in September, children initially attend for half a day, to allow children to adjust to their new setting gradually. Children then stay for full days, with familiar staff supporting children at lunch times until children are confident with routines. Teachers discuss any children who need extra support to transition with parents and carers, and agree on strategies to best support them.

For children transferring out of FS2 into another setting, the Barnsley LA transition form will be completed and forwarded on with a copy of the child's learning journey and any other relevant documents, including support plans if necessary.

Transition information for parents

In the summer term, we invite parents and carers of new starters to meet the Headteacher and FS2 teachers. This meeting welcomes parents to the 'Gawber Family,' and we provide details of routines and expectations in the setting. Families are given a welcome pack which provides ways to support children's development at home in preparation for school. Parents are asked to complete an 'All About Me' booklet about their child, which gives teachers an insight into the children's interests and other key information. Parents are given the opportunity to talk to class teachers if they have any questions or concerns about their child starting school.

In September, parents are given links to sign up to Class Dojo, which class teachers use to share the children's learning and provide information for parents to support their child at home, such as links to phonics lessons.

Transition to Year 1

We work hard to ensure the transition from FS2 to Year 1 is as smooth as possible, and that the children are ready for new challenges as they move into Key Stage One. Throughout the reception year, staff encourage the children to develop independence when dressing and undressing and when organising their personal belongings. Teachers plan more structured activities to be undertaken during the summer term, encouraging less dependence on adult support. The children are also given more access to the whole-school playground, allowing them to experience the 'morning playtime' that they will have in Year 1. FS2 children regularly interact with the Year 1 teacher during assemblies and other whole school activities during the reception year. In the summer term, the Year 1 teacher visits FS2 to read to them at story time. The children also visit the Year 1 classroom in small groups. All children in FS2 spend a morning in Year 1 with their new teacher in the summer term. In July, the FS2 and Year 1 teachers meet to discuss the individual needs of each child before they move year groups. EYFS Profiles are passed on, as well as any medical needs and SEN information.

Transition arrangements will be amended in line with school and local risk assessments when required.