



## **Excursions**

### **Transitioning to Aroha Early Learning Centre**

#### **RATIONALE:**

Akoranga Preschool are committed to supporting children and families in the transition from the under two and a half years old centre (Akoranga Preschool) to over two and half years old centre (Aroha Early Learning Centre).

#### **PURPOSE:**

Akoranga Preschool staff will work towards preparing the children and their families for a smooth transition between the two centres of Aroha Early Learning Centre and Akoranga Preschool.

#### **PROCEDURES:**

- Written permission from parent on enrolment form for each child transitioning between centres
- Excursion planning form to be ongoing over the period of one month. To be reviewed by Transition Main Carer and approved by management on a monthly basis
- Necessary equipment for children's health and wellbeing to be carried on excursions between centres
- Information regarding transition procedures and transition excursions will be clearly communicated to parents of transitioning children and relevant teaching staff in both centres
- Specific transitioning requirements for individual will be identified by relevant teachers in consultation with families and other relevant staff
- Transitioning Main Carer and other relevant transitioning staff will remain responsible for and in the immediate environment of all transitioning children
- All transitioning children will be supported by relevant staff from both centres being familiarised with the routines and regular events at Aroha Early Learning Centre until they show an established sense of belonging and ability to move with confidence in the Aroha Early Learning Centre environment

During the transition period children will have flexible access back to the under two and a half Centre (Akoranga Preschool) if necessary

## **CONSULTATION:**

With who? How? By when?

Consultation:

- Who? Families/whanau
- How? Written and discussion
- When?

Date: August 2015

Review: Feb 2017 in consultation with transitioning teachers and key staff at Aroha Early Learning Centre