 **CONFIDENTIAL**

**Transition Plan for a child with additional needs Date:**

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| --- | --- | --- | --- |
| **Name of child** |  | **DOB** |  |
| **Name of setting** |  | **Name of school** |  |
| **Named contact**  **Telephone** |  | **Named contact**  **Telephone** |  |
| **SEN Support level** | | **Brief overview of needs ( Include any specific diagnosis)** | |
| **IEP : Yes / No If yes date of next review:**  **MSP : Yes / No If yes number of reviews :**  **EHC Plan: Yes / No If yes please provide the following:**  **Date of Final Plan:**  **Date of next review:** | |  | |
| **Professionals involved in supporting:** | | **Brief overview of current additional provision you have in place ( including any additional funding you have used – signpost to EHC / MSP potentially )** | |
|  | |  | |
| This information is to support quality transition between early year’s practitioners and teachers. I give my consent for this information to be shared with my child’s new setting/ school. Name of new setting/school  ………………………………………………………………………………  **Parent/carer signature** ………………………………………………………………………………. | | **Add any further information that may be relevant here** | |

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| ***Guidelines for Transition plan for a child with additional needs – All with parental consent*** | |
| 1 | *Actions* |
| Initial conversation re; transition e.g.  Setting to invite school and other agencies involved in SEND or EHC planning.  Share information and discuss transition needs.  Arrange dates.  Agree who will monitor the plan. – Key person / SENCO / Manager? |
| 2 | Resources needed to support transition e.g.  Setting to visit school to take photographs / do school have a transition booklet?  Make resources and introduce them in the setting  Uniform to be available in setting  Arrange dates for visits to school and for school to visit setting |
| 3 | Supported visits e.g.  School to visit setting to introduce themselves to children  Setting to support visit/s to school |
| The timescale of this plan can be used as to whatever meets the child’s needs. Term/half term or weeks  It can also be used as a working document agreeing each stage at a time. | |