 **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 settingUniform 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. |