

DAME CATHERINE HARPUR'S TRIAL AND TRANSITION SESSIONS POLICY



Early Years / pre-school

We do not generally offer trial sessions for pre-school children ahead of them beginning with us. This is because we recognise that most young children need more than a short trial session to settle and because there are not the same funding implications for most parents in terms of committing to a specified block of time in our setting. We do however welcome a visit, where parents, with their child, can spend a little time with us in the pre-school and outdoor areas.

School

Dame Catherine's welcomes children to attend a trial session ahead of registering with us if their child is new to our setting. This is in addition to an informal visit to look round.

As we need to consider the impact on our existing school community, we can only offer one trial session in advance of registering with us, unless a child has SEN or where there are exceptional circumstances (to be discussed with the headteacher.)

We offer the following options:

School Model	Length of session	Cost	Required?
Home-school 10 week block	One morning or afternoon session	£25	Recommended, although the 10 week block can act as a trial. A trial session is required if the child has not visited the school with a parent or where there are additional needs which might require additional transition arrangements.
Home-school ongoing	One morning / afternoon or One full day	£25 £50	Yes
Full time / flexi school place	One full day or two half days	£50	Yes Where flexi-schooling is being considered parents should also request a meeting with the headteacher.

Parents should complete the expression of interest and trial session form and e-mail or post this to the school office at least a week in advance of requesting a trial session. Jane Dawn will liaise with the staff and parents regarding suitable dates for a trial session.

Children with additional / special needs.

Parents should include information about any additional or special needs on the expression of interest / trial session form. We are an inclusive school, which has a strong reputation for supporting children with special needs. As there could be additional resourcing implications, we suggest the format below so that we are able to consider these ahead of welcoming a child to our school.

- a) An initial trial visit
- b) A copy of any written reports (such as reports by educational psychologists.)
- c) Up to 3 additional visits (to be agreed after the first visit.)
- d) The school will communicate with parents, detailing whether they consider any additional support might be needed should the child be educated with us and how this could be achieved.

Support with transition.

Pre-school children

Parents of pre-school children new to our setting will be welcome to come in with their child for the first 2 or 3 sessions for the first 20-30 mins to help to settle them in. Parents are asked to discuss in advance whether their child is likely to need this support. If there are any specific needs after this time, we will arrange a meeting with parents to discuss possible strategies to support their child.

School children

Whilst the majority of school aged children come into school and are happy to stay the whole day straight away, we recognise that for some individuals, a tailored transition programme will be needed. This will look different for every child. We can discuss ideas as to how the initial sessions might look ahead of a child registering with us.