

Edgeworth Child Care Centre Inc.

Transition Between Rooms Policy

Aim

The service aims to arrange for room transitions when a vacancy occurs or at the beginning of the New Year. As each room has different challenges and expectations, children will only be transitioned when they are ready in all aspects of their development. The opportunity to transition between groups/rooms at the service is based on many factors other than just age.

Legislative Requirements

Education and Care Services National Law Act 2010
Education and Care Services National Regulations 2011

Who is affected by this policy?

Educators
Children
Families
Staff

Implementation

Transition from Early Learners [0-3] room to Pre-School [3-5] room.

Once a child in the younger room is of appropriate age and ability, and a vacancy is available, the child will be transferred to the older room after consultation and approval is given by the parents/guardian.

So as to minimise any distress that the transfer may cause, the child will be introduced to the room for short visits until educators/staff are confident that the child is ready for complete transfer.

Prior to transition families will receive an information sheet on the requirements and routines of the new room.

Families will be updated with the progress of their child in the new room.

The Approved Provider/Nominated Supervisor will ensure that this policy is maintained and implemented at all times

Sources

Education and Care Services National Law Act 2010
Education and Care Services National Regulations 2011
Guide to the National Quality Standard 2011

Review

The policy will be reviewed annually. Review will be conducted by management, employees, parents and any interested parties.

Reviewed: 25 October 2017

Date for next review: October 2018