



Essex After School Clubs

# **Transition Policy**

## Transition Policy

Your child's start at Essex After school club is an important time and we want the transition to be as smooth and comfortable as possible. We recognise that many of the children attending the Clubs will have had a busy time at school and therefore we aim to provide a safe comfortable, stimulating and welcoming environment for them to relax in.

Transitions are a very important time for children and supporting them correctly for children will help them deal with future changes and mile stones in their life. Children that experience well supported transitions are much more likely to concentrate and form secure attachments with their peers and generally settle into activities and routines happily, this builds on children's emotional well-being and resilience and so supports high level learning.

We offer your child the opportunity to visit the Club and encourage children to actively ask questions and meet staff as well as other children. On starting at the club, we will offer a buddy system so your child has a friend to mentor and guide them on their first days at club.

Before your child starts at club you will be asked to complete an "all about me" form for children under 5 and a 'my voice' form to complete for children over 5. This will give the staff taking care of your child an opportunity to tell us their like, dislikes, interests and personal preferences.

We do make sure that children are aware that although we are based in a school our Clubs operate in a much more relaxed manner. For example, children can take their jumpers / jackets / ties off (they have a personal place to place these), and drinks and snacks are at hand to eat and drink whenever they feel the need too. Staff are called on first name terms and parents are invited to call up at any time to find out how their children are doing.

All children are given a voice and we actively promote this. Children contribute to shopping lists and frequent questionnaire are carried out so that children's views are owned by the club.