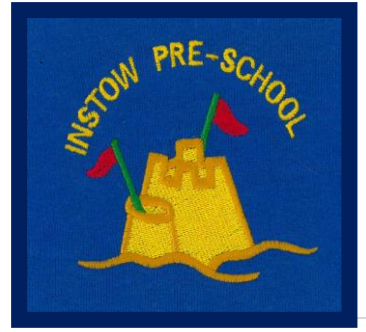


**Instow Community
Primary and Pre-School**
Transition/Admission to School Policy



Instow Pre-School and the reception class at Instow Community Primary School work alongside each other and form the school’s Early Years Unit. However, please note, this does not give a child who attends the Pre-School an automatic right to attend Instow Primary School.

All applications for admission to primary education are now done through Devon County Council. We would encourage you to visit all schools in your area so that you are informed of each school’s ethos.

The Pre-School’s policy is to help with the transition of all children no matter which Primary School they will attend.

If a place for your child has been confirmed at Instow Primary School, the transition should be an easy process, as your child will be very familiar with the Early Years Unit, the Reception teacher and the teaching assistants. Likewise, the Reception teacher and teaching assistants will know your child well.

Children will be able to visit the reception class on two/three occasions in the summer term before they start school. In addition the Reception teacher will also meet with parents in order to discuss any strengths, issues or worries parents may have prior to starting school in September.

If your child gains a reception place in a different school, the Pre-School will support your child’s transition in the same manner.

Parental/carer permission is sought from all concerned prior to transition reports being handed to the school.

All paperwork from outside agencies concerning a particular child are also passed to the school, having obtained permission from the child’s parents/carers.

Arrangements can be made for any child requiring additional visits to school.

(Cross Ref. Safeguarding policy)

Policy reviewed June 2025

Signature of Chair of Governors

The policy will be reviewed June 2027