

EARLY YEARS SEND TRANSITION PROCESS

1. In preparation for children transitioning into schools this year, all children in Bolton known to have SEND will be allocated to either a Ladywood Outreach Teacher or a member of the Start Well SEND Team.

2. Every child will receive a transition visit during which a transition action plan will be drafted jointly with the child's key person/SENCO; See template in downloads.

3. Transition actions to be carried out by the child's current setting. During this time the child's key person/SENCO can contact Start Well or Ladywood for support as needed.

4. Evaluated plans are returned to Ladywood Outreach and Start Well by the agreed date set out on the plan. This must be approved and signed by parent/carers.

5. A second tier of support will be provided by Ladywood Outreach and the Start Well SEND team in cases where the action plan has highlighted potential difficulties with transition.

6. Where additional support has been required a follow up visit will be provided in the Autumn term.