

Classroom Movement & Transition Policy and Practice

Policy

The LLESA Children's Center provides a systematic approach to moving children from classroom to classroom throughout the program and allowing transition opportunities for children to become familiar with each new classroom beforehand. Movement of children is generally determined by a variety of indicators including child's birth date, classroom space availability, primary group readiness, developmental readiness of each child, and Kindergarten age eligibility. The classroom teachers evaluate and provide input on child readiness in advance of changes and communicate with families at conferences and on a daily basis. Movement from classroom to classroom generally occurs three times per year in September, February, and June/July.

Practice

- Annual projected enrollment with three transitions a year are developed and monitored with planned pathways for each child to systematically move through the program using the following criteria:
 - birthdates
 - space availability
 - primary group readiness
 - individual readiness
 - Kindergarten age eligibility
- Ongoing teacher observations of children in group care settings help to determine developmental skills children gain to be successful in the next age group. Emphasis is placed on social and emotional development as evidenced by ongoing child observation and developmental assessment.
- Months prior to transitions, classroom teachers provide input and identify children ready to move into the next classroom
- Transitions are generally discussed between teachers and families during daily communication and at regular conferences
- Families of transitioning children receive a Classroom Introduction Packet which includes:
 - New classroom information
 - Directions to complete a new ASQ & ASQ SE for their child
 - Emergency forms and information for families to update
- Each classroom follows specific transition protocol tailored to the needs of each developmental age group as follows:

Infant to Toddler Classroom

- Primary groups of children around the age of one will transition with their primary caregiver to the Toddler Classroom
- Children transitioning to the Toddler Classroom will begin transitioning from bottles to open cups
- At this age, the children begin establishing a similar daily routine with their peer group such as eating meals at the same time and napping once a day after lunchtime.

Toddler to 2's Classroom

- Primary groups of children turning 2 years are considered for transition into the 2's Classroom
- State licensing requires children to be at least 2 years of age prior to moving to the 2's Classroom

- Primary care teachers implement regular, informal visits to the new classroom allowing children to gradually become familiar with the new space, children, and teachers
- These transition visits take place for a few months prior to children officially starting in a new classroom
- Teachers are available to introduce families to the new teachers and give tours of the new classrooms upon request

2's Classroom to Preschool Classroom

- Forming Kindergarten eligibility age groupings begin at this transition
- Children who turn 5 by September 1st are eligible for Kindergarten in the California public school system
- Children with birthdates from September 2 through April 2 are also eligible to attend Transitional Kindergarten (TK) in the California public school system or can choose to remain in the Preschool/Pre K Classrooms for a bonus year prior to Kindergarten
- Children's birthdates generally determine movement into Preschool as follows:
 - children with birthdays by September 1 move in September
 - children with birthdays from September through December move in February
 - children with birthdays from January through May move in June/July
- The 2's teachers informally visit with their primary care groups for a few months prior to a formalized transition process into Preschool
- Formal transitions include children visiting with increasing time over a 2 week period before children officially move into the new classroom
- Teachers are available to introduce families to the new teachers and give tours of the new classrooms upon request

Preschool to Pre K

- Kindergarten eligibility age grouping formations continue at this transition with children moving into Pre K using the same birth date criteria as stated above from 2's into Preschool
- Formal transitions include children visiting with increasing time over a 2 week period before children officially move into the new classroom
- Teachers are available to introduce families to the new teachers and give tours of the new classrooms upon request

Pre K to School Age

- Pre K children who intend to continue enrollment for after school care visit the School Age Program during the last few weeks of summer before starting TK or Kindergarten in the local public schools
- The general transition schedule is 10am to 4pm daily
- Children become familiar with the new classroom environment, participate in indoor and outdoor activities, have lunch and snacks, and get acquainted with the school age children and teachers
- TK and Kindergarten children officially start in the School Age Program on the first day of elementary school
- Teachers are available to introduce families to the new teachers and give tours of the new classroom upon request

Final Note

The Children's Center staff is committed to facilitating individualized learning experiences for children in every classroom that supports and enhances each child's natural development throughout the program. The overarching curriculum of facilitating each child's learning through play with an emergent approach

allows for all children's educational and social/emotional needs to be met effectively. This is achieved by a competent, professional, well educated, experienced teaching staff through observation of children's needs and interests, creating a stimulating environment, supporting positive relationships between children and teachers, and promoting ongoing partnerships and communication with families. Changes in transition timelines may be adjusted based on staffing, availability, and a child's individual development. Please know that each child is observed carefully to determine if transition times need to be adjusted.