

## Transition to Reception summary form 2019 – School Staff

Dear Colleague

Please use this form to note overall comments regarding children attending your school from various settings. Notes can be taken during home visits, setting visits or from children visiting the school during the transition phase.

School completing the transition form: Name of member of staff _____ :			
Name of setting	How many children attending from that setting.	Children with SEND needs.	Notes (do not put child's full name)
Example nursery	3	1	SEND form completed/school now aware of needs. Other children seemed confident and happy.

*Please note that all information relating to the personal information of children will need to comply with the General Data Protection Regulation (GDPR) and the Data Protection Act 2018.*