

## WHEN IT'S TIME TO MOVE

Children that are near their second and third birthdays prepare to move from infant to toddler classrooms or from toddler to preschool classrooms. Children are usually moved during the month of their birthday if space is available, or as soon as space becomes available following their birthday; much planning and forethought is involved in this transition process.

Many factors are taken into consideration (within the confines of space availability), before placing a child in a particular class. The child's needs are balanced with those of the overall group. Group considerations include: creating peer groups in mixed age classes, balancing the numbers of boys and girls, and limiting part time spaces. Parents and teachers play an important role in establishing individual considerations such as: existing friendships, special needs, previous relationship with a teacher, concurrently enrolled siblings in the same class (or not!), and class dynamics. We also take into consideration teacher recommendations and program/classroom dynamics before a placement decision is made.

You may want to visit the toddler and preschool classes prior to your child's second or third birthday. When doing so, **please pick-up a 'Visitor's Pass' at the front desk. When observing classrooms, please save your questions for the Program Coordinator since the teacher's attention needs to be with the children. We ask that your child not accompany you on these visits until after his or her placement has been decided.**

After visiting the classrooms, you may have some preferences for your child's new placement. Please drop us a note so that we can take your insight into consideration. Please remember that there are many factors involved in this decision, and it may not always be possible to grant each family's preference.

Two weeks prior to the move, parents will be notified in writing of their child's new placement. If you have any concerns about the placement decision, please see us immediately. A 'transition' meeting will be scheduled by the Program Coordinators to answer any questions you may have. Teachers will accompany the children at least once to visit their new classroom during this two-week transition period. We encourage parents to visit the new classroom with their child as frequently as possible, and to meet with the new teacher prior to the child's first full day in the new class. The more familiar the child becomes with the new surroundings, the smoother the transition will be.

**Great things are happening for children and families in all of our classrooms! Rest assured that the children will quickly be comfortable in their new classroom.**