



Dear Parents

We welcome visits to the school by children and their parents who are about to start school. Preschool visits have been found to be very beneficial for children in helping them to transition successfully into school. They are also valuable for parents to get a feel for the way they can assist in their child's progress. Please phone the school on 238 9419 approximately six weeks before your child is due to start to arrange visits.

Buckland School would like to make all parents and caregivers of preschool children aware of procedures regarding school visits.

For most children, three visits are sufficient before starting school. Days for visits are negotiated with the parents and teacher and the visitor may stay as long as they like up until lunchtime. Parents must stay in the school during these visits. During their visit, children will participate in the normal class programme. If you would prefer your child to have transition days after they turn five, you will not need to stay but they will need to be formally enrolled.

If a child has any special health or learning needs, they may need more than three visits to help them with the transition to school.

On all visits of children under five an adult must attend with the child, (this is a Ministry of Education requirement.) If your child's teacher thinks that it would be best for you to leave the room for a while, we need you to stay on the school grounds. You are welcome to take advantage of a cup of tea or coffee at this time.

During one of your visits you will be asked to complete a transition to school form to help us get to know your child's strengths and needs prior to them starting. We also have a formal enrolment form and several other forms which will need to be completed before your child starts school. Also prior to starting we need to photocopy either your child's birth certificate or passport, any immunisation records for your child and for in-zone enrolments proof of address – either an account or letter sent to you at your home address.

While your child is still at preschool level, Buckland School is not covered under the Health & Safety Act if your child is injured in the playground. If you stay at the school during a break time it is important that you supervise your child at all times.

We look forward to your child and your family joining the Buckland School community.

Mavis Glasgow
Principal

