



## [IDOE Kindergarten Transition Values: How Do They Work in First Steps?](#)

*Concrete examples of COMMUNICATION*

### **Before the transition meeting:**

- Explain the transition process and timeline to the family. Prepare families by mentioning something related to transition at every visit!
- Communicate program options and information about inclusion in multiple ways (e.g., verbally, with handouts, with internet links)
- Notify all members of the team and anyone else the family has identified. Determine how everyone will be participating (e.g., Zoom, in person, via interpreter).
- When appropriate, include/cc the family in your communications to outside programs.



### **During the transition meeting:**

- Be clear about program requirements (e.g., “Your child needs to attend this program 80% of the time, or they may lose their spot.”)
- Be clear about program limitations (e.g., “This program does not provide services over the summer,” or “This program has no peer models.”)
- Be transparent about what you don’t know. (e.g., “I have not run into that before. Let me see what I can find out and get back to you.”)

### **After the transition meeting:**

- Ask families if they need clarification about anything that was shared at the transition meeting.
- Let the child’s physician know when a child has exited First Steps and where they will be receiving services when they turn 3 (if applicable).
- Follow up with the family after exiting the First Steps program to see how they feel the transition went. This is a family-centered practice and gives you an opportunity to hear feedback on anything about the transition process that could be improved.

### **Ways to Embrace Everyone**

- What written/spoken language do you prefer?
- Are there things we should know regarding communication in your culture that you would like us to share as we invite members of the community into your home?