GUIDANCE FOR USING THE INDUCTION MEETING POWERPOINT.

This PowerPoint presentation has been developed to allow editing of the information that is pertinent to each individual school and setting. The PowerPoint clearly states when and how to edit, and there are notes attached to the bottom of each slide. These are highlighted below. Other slides have been created and do not need editing. NB Some slides include generic photos you can use, or you may wish to add your own photos.

Activities to complete with the parents have also been Included and where resources are needed they are clearly stated in the notes section of the slide.

Resources required, refreshments, induction packs, evalation sheets, sticky notes, pens.

Although it is important to use every opportunity to talk about children's learning with parents and carers, schools may want to reduce the depth of information presented, regarding how children learn in the EYFS and home learning. Best practice would be to offer parent/carer sessions once the children have settled which focus on the EYFS and how parents can support learning at home.

Slide 1	**Welcome slide** Insert the school badge, date, time and name of presenter
Slide 2	**Aims of the induction meeting** Personalise with own photos and explanation of the school's policies and expectations on the EYFS, curriculum, working with parents
Slide 3	**Evaluation task** Evaluation form.
Slide 4	**Meet the team** Insert photos, names and roles of the practitioners Additional copies of this slide can be added, to introduce more staff
Slide 5	**Why is transition so important for your child?** Insert own photos
Slide 6	**Getting to know you and your child** Edit this slide to reflect your own support for transition
Slide 7	**Your child** Activity - Choose one of the activities to complete with parents; delete the other
Slide 8	**What will my child be learning?**
Slide 9	**How does my child learn?** **Activity –** Ask the parents to look at the photographs and discuss which of the characteristics of effective learning they think the child/children might be demonstrating. NB: You may want to add your own photos
Slide 10	**Daily routines** Insert the school's routine Suggestion – add a photo of the school's visual timetable

Slide 11	**Special week/days** Optional slide - you might want to change the images or share the actual dates of events here
Slide 12	**How will my child learn?** Parents look at each of the photos NB You may want to add your own photos This slide might be used in a second session/workshop
Slide 13	**How can I support my child at home?** NB You may want to add your own photos
Slide 14	**We support learning in a variety of ways** Adapt this slide to reflect activities that your school provides, to support parents to help their child to learn at home You may want to use photographs of the activities rather than text
Slide 15	**Supporting individual needs** Insert the name and a photo of the SENCo
Slide 16	**Support for your child** Share information about any funding that children may be eligible for
Slide 17	**Keeping children safe is everyone's responsibility – school role** NB You may want to add your own photos
Slide 18	**Keeping safe is everyone's responsibility** Update the slide with your school's Covid-19 procedures
Slide 18	**Keeping children safe is everyone's responsibility – role of parents/carers** NB You may want to add your own photos
Slide 19	**How we communicate with you** Edit to suit what is in place in your school
Slide 20	**Holiday Activities** Link to activities in the toolkit
Slide 21	**Evaluation form Activity –** Ask parents to complete the After section of the evaluation form and to add any comments below
Slide 22	**Before you go Activity –** Encourage parents to take photos that can be shared with their child. Ensure that photos/information of children are removed/covered in the setting
Slide 23	**Question time** Ensure you have 10 minutes for any questions
Slide 24	**Future dates for your diary** Insert important dates
Slide 25	**We look forward to welcoming you** Insert the name of your school Photos of your own school/setting can be inserted