

Teacher to Teacher



Sending Teacher and Receiving Child Transition Information

To share non-health related information about a child's classroom experiences when a child is transitioning from one educational setting to another.

About

Child's Name

Parent Signature Required

Date

Sending Teacher Name: _____

School/Program Name: _____ Fax: _____

E-mail address at School/Program: _____

Receiving Teacher Name: _____

School/Program Name: _____ Fax: _____

E-mail address at School/Program: _____

Child's Name: _____

1. General comments about child's progress in our Classroom: _____

2. Strategies we used to build social and behavioral skills: _____

3. Strategies we used successfully with out of bounds behaviors: _____

4. Strategies we used for communicating: _____

5. Strategies we used successfully in other domains: _____

6. Assessments completed:

Comments:

Date completed: _____

Name of instrument: _____

7. Accommodations/adaptations used successfully to help the child participate fully in the Classroom:

Schedule changes (picture schedules)

Furniture arrangement

Hand over hand assistance

Communication boards

Sign language

Redirection

Social stories

Assistive Technology: _____

8. Suggested areas of development to build on in the next Classroom: _____

9. The child's favorite school activities: _____

10. Please let me know how _____ is doing in your Class after a six-week adjustment period, by using the Teacher Follow up form on page 3. Thanks! _____



From the Receiving Teacher to the Sending Teacher

Comments about children who recently transitioned into a new educational setting

Child's Name: _____ Date: _____

Yes ___ No ___ 1. The information you provided to help the child's transition into our Classroom was very useful.

2. More information about the child would be helpful in this area: _____

Yes ___ No ___ 3. Overall, the child has adjusted well to our Classroom. Comments: _____

4. I have one or two suggestions that might have made the transition into our Classroom go more smoothly for the staff or the child: _____

Any other information/comments: _____

For additional copies, visit the website www.floridatransitionproject.com
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