

# INCLUSION STRATEGIES & TOOLS

## Setting Up For Success: Structure & Transitions

### What is the impact of structure and transitions?

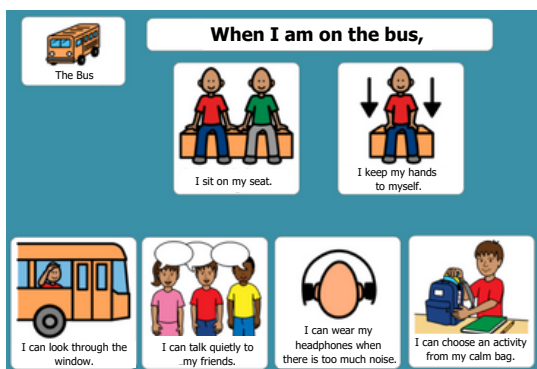
Creating a predictable and well-organized daily routine is important to reduce stress and promote cooperation.

### Reflective Questions

Do children know what is expected of them?

How do you capture children's attention to communicate transitions?

Are transitions as short as possible?



## Checklist



### **The structure is well defined**

- ☐ Plan a schedule with consistent routines
- ☐ Plan for the unexpected; have a “Plan B” (e.g., bad weather, no access to the gym, etc.).
- ☐ Determine the roles and responsibilities of child care staff (e.g., who does what and when, tasks are distributed fairly according to shift or individual strengths/interests).
- ☐ Set limits and expectations to communicate them well to children and adults (e.g., clear and concise instructions, short sentences, “Tell children what to do” strategy).
- ☐ Model and follow through on expectations, boundaries, and rules so that everything is well organized and upheld (e.g., staff model how to take care of equipment and how to communicate respectfully).
- ☐ Display visual supports (e.g., schedule, calendar, rules, volume scale, staff tasks and schedules, etc.).

### **Transitions are planned, short and efficient**

- ☐ Ensure all staff are ready before signaling the transition to the group to minimize wait times (e.g., the activity is prepared, all materials are accessible, backpacks and equipment are ready for the outing/outdoor play/gym).
- ☐ Provide warnings before transitions (e.g., “In 5 minutes...”, use of a timer, visual cues, bell).
- ☐ Determine how to capture children's attention before giving a reminder, instruction, or warning (e.g., turning off the lights, a rallying cry like "Mac and cheese! Everybody freeze!", etc.).
- ☐ Communicate an instruction using visual aids, simple and concrete language (e.g., visual timetable, pictograms, a “First/Then” statement or chart, a concrete object).
- ☐ Prepare and plan transition activities or a bag with waiting items. (e.g., singing or incorporating movement during transition periods).