Toddler to Preschool Transition

Child Transition & Information Questionnaire

The Parent Educator Reality
A practical tool to support communication, continuity, and collaboration between families and educators during the transition from toddler care to preschool.

Child's Name: _____

Date of Birth: _____

Current Classroom: _____

Current Educator(s): _____

New Classroom / Educator: _____

Transition Date: _____

1. Getting to Know the Child

• What are this child's favourite activities, toys, books, songs, or materials?

_____

• What are the child's current strengths and emerging skills?

_____

• What makes this child feel happy, secure, and connected?

_____

• How does the child usually communicate their needs, wants, or feelings?

_____

• What should the new educator know about this child that may not be obvious at first?

_____

2. Comfort, Emotions & Regulation

• What signs show that the child is becoming overwhelmed, upset, tired, or frustrated?

_____

• What helps the child feel calm and supported?

_____

• Are there particular people, objects, routines, or spaces that provide comfort?

_____

• How does the child usually respond when separating from a parent or familiar educator?

_____

• What language or strategies have been helpful when supporting the child's emotions?

3. Routines & Daily Care

• What does the child's current arrival routine look like?

• What helps make transitions between activities easier?

• What are the child's current sleep/rest routines?

• What does the child need support with during meals and snacks?

• What is the child's current toileting routine or level of independence?

• Are there any important routines the receiving educator should continue?

4. Communication & Relationships

• How does the child communicate when they need help?

• Are there words, gestures, signs, or communication tools the child commonly uses?

• How does the child interact with familiar adults?

• How does the child typically interact with peers?

• What helps the child build trust with a new educator?

5. Triggers, Challenges & Helpful Strategies

• Are there specific situations, sounds, activities, or changes that may be challenging for the child?

• What strategies have been successful when the child is having difficulty?

• What approaches have not been helpful?

• Are there environmental considerations that support the child's participation and well-being?

_____

• What should educators be mindful of during the first few weeks?

_____

6. Family Voice

• What are you most excited about regarding your child's move to preschool?

_____

• What are you most concerned or curious about?

_____

• What would you like your child's new educator to know about your child?

_____

• Is there anything happening at home that may affect your child's transition?

_____

• What would a successful transition look like for your family?

_____

7. Transition Planning

• Has the child visited the preschool classroom? If yes, how did they respond?

_____

• Would additional visits or gradual introductions be helpful?

_____

• What familiar routines, songs, materials, or experiences could be carried into the new classroom?

_____

• What information should be shared with the receiving educator before the transition?

_____

• What is one goal we can work on together during this transition?

_____

8. Follow-Up After the Transition

• How has the child responded to the new environment?

_____

• What is going well?

_____

• What continues to be challenging?

_____

• What strategies are helping?

_____

• Is there anything the family or educator would like to adjust or revisit?

_____

Transition Reflection & Collaboration

Use this space for the current educator, receiving educator, and family to identify shared priorities. The goal is not to expect the child to adjust immediately, but to create continuity and provide the support they need as they become familiar with a new environment.

What is working well?	_____ _____
What does the child need more support with?	_____ _____
What will we continue from the toddler classroom?	_____ _____
What will the preschool educator introduce gradually?	_____ _____
How will we communicate with the family?	_____ _____
Follow-up date:	_____

Remember: Every child transitions differently. A smooth transition is not about how quickly a child adjusts; it is about how intentionally the adults around them provide connection, preparation, consistency, and support.

Created for The Parent Educator Reality • For educational and professional use. Adapt questions to the individual child, family, centre policies, and applicable privacy requirements.