

## **Transition Planning Conference: What can I expect?**

### **What is a Transition Planning Conference?**

The Birth to 3 Program is required to organize a Transition Planning Conference for your child as he/she approaches his/her third birthday. The purpose of the conference is to give you an idea of options that are available once your child makes the natural transition from Birth to 3 to the next step of experiences and services. With your consent, we can invite people from various programs so they can describe their services and answer any questions you may have. You may also wish to share information about your child. The purpose of the conference is not to determine eligibility for any program.

(I signed a release of information on \_\_\_/\_\_\_/\_\_\_ so my Service Coordinator could send invitations to programs)

### **When does a Transition Planning Conference take place?**

Transition Planning Conferences are required to be held 90 days before your child turns three, but can be scheduled up to 6 months before your child's third birthday.

(My child turns 3 on \_\_\_/\_\_\_/\_\_\_ so my conference should be held by \_\_\_/\_\_\_/\_\_\_)

### **Who attends a Transition Planning Conference?**

Birth to 3 staff will plan and attend the meeting with you. You may also bring your spouse (if applicable), your child (if you like), relatives, friends, or other important people who know your child and support your family. Also, representatives from the invited programs who are familiar with the services offered will attend.

Because the purpose of the conference is to provide you with information regarding possible services for your child, you might like to invite a variety of programs. Some typical school and community programs include:

- School Early Childhood Special Education
- Head Start Program
- Community Child Care or Preschool

(I'd like to invite : \_\_\_\_\_)

**Where does the Transition Planning Conference take place?**

Anywhere you feel comfortable and the team agrees upon. It may be in your home, the school, a restaurant, the library, or other community building. If you have a preference regarding the location of the conference, you are encouraged to speak to your Service Coordinator.

(If possible, I'd like to have the conference at : \_\_\_\_\_)

**What kinds of information can I plan on receiving/sharing?**

Birth to 3 staff will talk to you about the conference in advance and help brainstorm some questions for the people from the different programs present. You will also hear information regarding:

- Eligibility requirements
- Services and resources offered
- Program details
- Possible costs (some community programs have a fee)
- How parents are involved

(Here are some questions I already know I'd like to ask: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_)

**What should I bring to the Transition Planning Conference?**

A list of the questions you formulated with Birth to 3 staff, a notebook, pen, and any information relating to your child you wish to share (medical records, evaluation reports, pictures, etc.)

**Do I need to refer my child to any program at the Transition Planning Conference?**

Only if you are ready! Your child's transition plan may be started or continued, but a referral does not need to be made at this time.

If you have further questions regarding your child's Transition Planning Conference, be sure to speak with your Service Coordinator!