

Transition

The entry or exit of children and families to and from early intervention (EI) supports and services.



“Transition is such a bitter sweet process because early intervention not only helped my child with his growth, but also us (the family) in understanding him, his needs, and emotions better. I am so extremely proud and very excited for him to start this new experience.”

Transition Planning

A Transition Plan guides families to the next phase of their child's educational or developmental journey, ensuring a smooth transition to Part B, Early Childhood Special Education, or other services.

Begins at Intake

Service Coordinators share information during intake to help families make informed decisions about their child's future.

Review and Discuss

At the initial IFSP development, review and discuss the Transition Planning section with all families.

Placement Options

Includes ALL placement options (Part B Early Childhood Special Education Services, community settings, outpatient therapy, Head Start, etc.)

Documentation

Should be documented as an IFSP review if not completed at the initial or annual IFSP development.

The **Service Coordinator** is **responsible** for coordinating **all** steps in the transition process. Transition Plans must be individualized reflecting the family's and child's interests and priorities.

Compare and Contrast

Must meet the requirements of an IFSP meeting.

On Parental Prior Notice form, check "A meeting to develop a transition plan is necessary."

Complete Transition Steps/Activities #1, #3, and #5 on the IFSP.

To meet IFSP meeting requirements:

Check "The required transition planning conference is necessary" on the Parental Prior Notice form.

Complete Transition Steps #1, #4, and #5 on the IFSP.

NOTE: The Transition Planning Meeting and Transition Planning Conference may be combined.

Why?

The purposes of this meeting are to discuss:

- 1) the steps for the child and family to exit EI, and
- 2) any transition supports and services that the IFSP team determines

The purpose of this meeting is to discuss any services the child may receive under Part B, Early Childhood Special Education.

Who?

ALL children receiving early intervention services must have a transition planning meeting.
The family and the Service Coordinator must attend the meeting.

Only children eligible for Part B, Early Childhood Special Education require a transition planning conference attended by the family, Service Coordinator, and a Part B representative.

When?

The transition plan meeting should occur 90 days to 9 months before a child's expected exit from Early Intervention (EI), unless there are delays. It may coincide with the transition planning conference.

The transition planning conference should occur 90 days to 9 months before a child's expected exit from Early Intervention (EI), unless delayed due to late referrals or family choice. This conference can coincide with the transition planning meeting.

Remember

Transition is not simply a step in the early intervention process for families. It is an emotional journey. Engaging families in the process allows them the opportunity to gradually absorb the information, reflect on their child's needs, and make thoughtful decisions about their future. This preparation allows them to navigate the complexities of transition with greater confidence and clarity.



Transition Process and Timelines

Transition Planning Begins at Intake

Begin to share information with the family about transition to prepare them to make informed decisions at the initial IFSP Development.

Initial IFSP Development

Review and discuss the transition plan on the IFSP.

Transition Planning Meeting

Must occur no more than 9 months and no less than 3 months prior to the anticipated date of transition. May be combined with Transition Planning Conference.

Discuss Potential Transition Options

Examples may include, but not limited to:

- Part B, Early Childhood Special Education Services
- Community program options such as the recreational center or library
- Outpatient Therapy
- Head Start
- Home Visiting Programs such as Virginia's Comprehensive Health Investment Project (CHIP)
- Playgroups
- Child Care
- Staying home

Transition Planning Conference

Must occur at least 90 days before the child turns 3 if they are potentially eligible for Part B, Special Education Services.

Scenario Examples

Scenario 1

A child will be turning 2 on or before September 30th and they are potentially eligible to begin Part B, Early Childhood Special Education. Their anticipated date of transition is the expected first day of school.

Scenario 2

If a child is close to age three at the initial IFSP development, Transition Planning should occur at this time. Even if a family declines a referral to Part B, Early Childhood Special Education, a transition planning meeting **MUST** still occur to explore other options.

Scenario 3

For a child not turning 2 by September 30th at the initial IFSP meeting, the Transition Plan **MUST** still be shared and discussed with the family. The Transition Planning Meeting must occur no earlier than 9 months and no less than 3 months prior to the anticipated date of transition, during an IFSP review or annual IFSP development.

Resources

- [Elevator Speech – The EI Process: Transition](#)
- [VEIPD Transition Topic Page](#)
- [ITCVA Practice Manual](#)
- [Transition Learning Path](#)