

MESSAGE TO PARTNERS

Dear partner,

This tool was developed by a regional working group including representatives from all the different networks involved in the first transition to school. **Its purpose is to provide the school with information about the child, specifically certain elements that may influence the child's initial transition into school.** To learn more, consult the guide to the *Initiative to Harmonize Information-Sharing Practices between Networks* which you can find HERE**.**

You are an essential partner in helping to ensure a child's smooth transition into school. You are familiar with the children who will be entering kindergarten. You have spent time with them, supported them in their development, and built meaningful relationships with them that allow them to feel well and confident. The information presented in MY PORTRAIT – UNIVERSAL – PARTNERS document is important and we thank you for agreeing to share it with the school community that will soon welcome this child.

THIS TOOL IS PART OF WHAT'S INTENDED TO BE A UNIVERSAL APPROACH.
IT CAN THUS BE COMPLETED FOR EVERY CHILD ENTERING KINDERGARTEN.

In certain specific cases, you can use an additional tool *(MY PORTRAIT – SPECIFIC NEEDS*) to document in more detail the special needs presented by some children who attend your facility or department and will be entering school.

Your time is precious, and we thank you for the importance you attach to this process.

IN ADDITION:

Educational daycare services that choose to collaborate with the school system using this information-sharing tool will also be able to use it as the final portrait of the child, since it meets the requirements of the Ministère de la Famille concerning the educational record. In order to meet the needs and realities of the various partners concerned, the statements that you will find in the document to be completed are grouped by the various areas of child development, as defined in the Ministère de la Famille's Accueillir la petite enfance program.

IMPORTANT:

Children entering kindergarten are at a key stage of their development and learning. Overall development is a continuous process, unique to each child. Therefore, the statements on the last page of the document to be filled obviously need to be considered in relation to a preschooler child's level of development. This means that:

- ➲ It's normal for the child to need support for many of the statements.
- ➲ Even if a manifestation is present most of the time, we understand that this doesn't mean it's always there.
- ➲ We are aware that the child will continue to evolve and develop in the weeks and months after completing this document, and that the child's portrait may change between now and the start of the school year. It is therefore considered a "snapshot" taken at a precise moment in his/her development.

How to proceed:

1. **Compile the information** into the document.
2. **Present the contents of the document to the parent** and **confirm their agreement with** the information given.
3. **Have parents sign the parental authorization form**.
4. **Send the document to the school system** using the proper procedure, ideally by **mid-May**.

➲ **For more details on the procedure, consult the *User Guide — My Portrait – Montérégie* HERE.**

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The Montérégie MY PORTRAIT process and tools were developed by the Groupe de travail régional intersectoriel en transition scolaire (GTR-TS) working group, the My Portrait steering committee, and the first school transition facilitators of the Montérégie school boards and service centres as part of the regional project, as a complement to the Cadre de référence montérégien pour soutenir une première transition scolaire harmonieuse.
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