

Checklist for Transition Planning

Use this checklist to guide transition planning for the student, or as a model for developing your own transition planning checklist.

Year-to-year

- Identify learning preferences, interests and needs.
- Learn to effectively communicate preferences, interests and needs.
- Figure out and let teachers know what works for you in the classroom.
- Identify areas where you need further support and reinforcement to cope with new challenges.
- Identify hopes and dreams for the future, including schooling, work, living arrangements and leisure activities
- Identify personal and learning goals for the coming year.
- Visit new settings, meet new teachers, ask questions.
- Work with your teacher and parents to develop a learner profile.
- Write a letter to next year's teacher.
- Review the plan regularly.

Beginning of Junior High

- Identify learning preferences and the necessary adaptations to be a successful learner.
- Begin to look at career interests and skills, complete interest and career inventories, and identify additional education or training requirements.
- Select/review high school courses.
- Participate in job-shadowing activities.
- Explore options for post-secondary education and admission criteria.
- Identify interests and options for future living arrangements, including support.
- Learn to effectively communicate your interests, preferences and needs.
- Be able to explain special education need(s) and the accommodations needed.

Checklist for Transition Planning continued

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Beginning of Junior High continued

- Learn and practise informed decision-making skills.
- Investigate assistive technology tools that can increase community involvement and employment opportunities.
- Broaden your experiences with community activities and expand your friendships.
- Pursue and use local transportation options outside of family.
- Investigate money management and identify necessary skills.
- Acquire Social Insurance Number and the ability to communicate personal information.
- Identify and begin learning skills necessary for independent living.

Beginning of Senior High

- Identify community support services and programs.
- Invite adult service providers and other people who support you to the transition meeting.
- Gather more information on post-secondary programs and the support services offered, and make arrangements for accommodations to take any entrance tests.
- Determine the need for financial support.
- Enroll in driver training, if appropriate.
- Learn and practise appropriate interpersonal communication and social skills for different settings (employment, school, recreation with peers, etc.).
- Begin a résumé and update it as needed.
- Practise independent living skills (e.g., budgeting).
- Identify needed personal assistant services and, if appropriate, learn to direct and manage these services.
- Know your special education need(s) and keep documentation.

Checklist for Transition Planning continued

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Last Year of Senior High

- Identify the post-secondary school or program and make arrangements for accommodations.
- Practise effective communication by developing interview skills, asking for help and identifying necessary accommodations at post-secondary work environments.
- Participate in community activities.
- Consider supported employment placements.
- Take responsibility for arriving on time to part-time job, appointments and social activities.
- Assume responsibility for health care needs.
- If 18, register to vote.