

Holymead Primary School

Transition Policy

Rationale:

To ensure a smooth transition at key times namely, Pre-school to the Foundation Stage, Foundation Stage to Key Stage One, Key Stage 1 to Key Stage 2 and KS2 to KS3. This is to enable each child to feel confident, relaxed and valued in an atmosphere which encourages the development of the whole child.

Purposes:

- To ensure that every child feels safe.
- To support a positive experience of transition for pupils with SEND.
- To maintain an environment whereby all learners are confident and enthusiastic, thus developing self-esteem.
- To help children develop their social skills so that they can form and maintain positive relationships with both staff and peers.
- To motivate children to progress at their own rate and to develop independence.
- To continue developing children's interest in the world around them through a range of hands-on experiences.
- To ensure that children 'learn how to learn' and so become successful learners.
- To settle children into the routines of their new classroom and the larger community of the school.

Guidelines:

The following guidelines will ensure that all children have a successful transition.

Transition between Key Stages (KS)

From Pre School to Foundation Stage

Foundation Stage (FS) staff will liaise with pre-school staff and aim to visit all main 'feeder' nurseries during Term 6. Those pre-school settings of children with Special Educational Needs and Disabilities (SEND) will be contacted by the SENDCo/class teacher to establish the needs of the child and any support required; if deemed necessary, those pupils with additional needs will have flexible transition arrangements.

Pre-school settings will be provided with a transition book to share with the pupils that will attend Holymead Primary School introducing them to the staff in the FS.

Covid dependent: Parents are invited to a new parents' evening where they will be introduced to their child's new reception teacher and LSA and will be given the opportunity to visit their child's new classroom. Each child will be invited for a hall visit, half class visit and shuffle up day during Term 6 previous to the September when they will attend Holymead Primary School. Teachers will contact parents of any child who has not attended the stay and play sessions during Term 6 to establish if the child or family has any specific needs.



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Over the summer parents will be able to access their Tapestry account where they will be able to watch videos of their child's teacher reading stories, a video tour of the school and 'All About Me' videos of the staff to help the children to become familiar with the staff and the setting.

In September pupils will attend school for two and a half weeks on a part time basis; if deemed appropriate each child will from that point attend full time. Parents will be invited to a Curriculum Evening in September to be introduced to the ways in which we deliver the Early Years Foundation Stage Curriculum (EYFSC) and the ways in which their child will learn and be assessed.

From Foundation Stage to Key Stage One

Year One staff will liaise with the FS to arrange visits so that positive relationships can be developed between adults and children. This may include adults swapping classes for story, news or choosing times. In Term 6, FS and Year One children will share at least one playtime per week to encourage friendships with older children. Year One staff will produce a book for each FS book corner which will include photographs of the environment and staff.

The FS children will be introduced to their Year One class on the official 'shuffle up' visit. This will be followed by an open day whereby children and parents are able to visit their new classroom and speak to their child's new teacher after school. The children will become more familiar with the Key Stage One (KS1) environment as Year One and FS share 3 buddy sessions.

In Year One, at the beginning of Term One, there will be a balance of adult led and child initiated activities based on both the EYFS and KS1 objectives. This will gradually become more formal throughout the term, (See Transition timetable for more information). Play based activities will continue to be valued and children who need it will enjoy access to the FS outdoor areas during the first 2 weeks.

From Key Stage One to Key Stage Two

Children transitioning from Y2 to Y3 will have two buddy up visits to enable them to become familiar with the KS2 site. Year Three staff will produce a book for each Year 2 book corner which will include photographs of the environment and staff; pupils with SEND will have a transition book to take home.

Parents are invited to a parent meeting to go through expectations in KS2. Where necessary, parents of pupils with SEND will meet with the KS2 SENDCo.

From Key Stage 2 to Key Stage 3

For each child transitioning from KS2 to KS3, a transition form is completed and is then sent to destination secondary schools.



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Pupils will have organised visits to their destination secondary schools with their peers. In addition to this, teachers from secondary schools will visit Holymead to meet pupils.

Enhanced transition for SEND and vulnerable pupils includes additional and 1:1 visits where the need arises.

Transition between other year groups

Transition between year groups will take place in the following way:

- Yr 1 to Yr 2 - Year 2 staff will produce a book for each Year 1 book corner which will include photographs of the environment and staff; pupils with SEND will have a transition book to take home. Teachers will meet to discuss pupils and SEND pupils are discussed with the SENDCO (see SEND policy for additional info). The Year 1 children will be introduced to their Year Two class on the official 'shuffle up' visit. This will be followed by an open day whereby children and parents are able to visit their new classroom and speak to their child's new teacher after school.
- Yr 3 - 6 - Teachers will meet to discuss pupils, SEND pupils are discussed with the SENDCO. Children will be introduced to their new class on the official 'shuffle up' visit. This will be followed by an open day whereby children and parents are able to visit their new classroom and speak to their child's new teacher after school.
- Time will be given for teachers to meet and discuss each child's abilities and needs in Term 6; extra discussion time will be given to children who are not at Age Related Expectations and may need increased support.

Pupils joining throughout the year

Pupils joining the school mid-year will be invited to visit the school with their parents to see their new classroom and meet their new teacher. Parents will be provided with a Parent Handbook containing useful information. Children will have a buddy to help them settle into their new class and their new teacher will monitor how they are settling in and report the child's progress to their parents.

Conclusion:

It is the aim of the school to make sure the transition between each year group and Key Stage is as smooth as possible to ensure continual development of each individual child. The transition process will be differentiated to support all children, including those with SEND, AIM, EAL and any other protected characteristics.

Date: June 2022

This policy will be reviewed in June 2024



Article 31 - All children have the right to relax and play, and to join in a wide range of activities.