

# VICTORIA PRIMARY SCHOOL

## KS2/3 TRANSITION POLICY

### **The Purpose of this Policy**

This policy sets out our approaches to liaison when pupils leave school at the end of Year Six and transfer to secondary school.

### **Principles**

Education is a continuous process, which begins at birth and continues throughout life. The important milestones in this process should not be hurdles, which interrupt education but springboards which give a boost to learning and help children to move forward smoothly and eagerly.

### **Aims**

Our aims for cross-phase liaison are to ensure that:-

- Pupils are well prepared for their transition from primary to secondary school so that they can meet new challenges with confidence;
- Parents are happy with their children's progression from primary to secondary school;
- Receiving schools are fully involved and all records and other information are transferred;
- Teaching pedagogy between year 6 teachers and secondary teachers is shared;
- Year 6 teachers and secondary teachers develop a common and agreed understanding of standards.

### **Transition timetable**

The year 6 teachers in the Penarth cluster and nominated staff at Stanwell High School are undertaking a transition project 2008-9.

#### Autumn term

Parents of pupils in their final year receive information from Stanwell High School about the transfer process.

The children in year 6 visit Stanwell in October with their teachers to familiarise them with the building and to meet some of the teachers who will be teaching them in year 7.

Stanwell holdS an "Open Evening" for prospective pupils and their parents.

#### Spring term

The SENCO from Stanwell meets with year 6 teachers to discuss those pupils with SEN and behavioural concerns.

#### Summer term

The SENCO from Stanwell meets with year 6 pupils with SEN and behavioural concerns.

Transition work that the year 6 pupil have been doing is transferred to Stanwell.

The head of year 7 and the deputy head meet the year 6 teachers to discuss cohort of children.

All relevant records such as pupil reports, attendance details etc are passed on to Stanwell.

*This policy will be reviewed annually by the staff and the governing body curriculum committee.*

Signature of headteacher:..... Date: .....

Signature of chairman of governors: ..... Date: .....

**OUR LEARNING GOAL IS TO IGNITE OUR CURIOSITY,  
MOTIVATE, CHALLENGE AND INSPIRE US SO THAT TOGETHER  
WE AIM FOR THE STARS.**