



Roman Road Primary School

Transition Policy

Reviewed:

To be reviewed: April 2020

Leisa Adams

Policy for Transition

This policy has been written for pupils who will be experiencing change at various stages in their school life.

Rationale

- Any change can be a time of stress and upset for a child and the child's family.
- At Roman Road School, we feel it is important to manage this change sensitively and supportively.
- Excellent communication and direct experience is crucial in order to maximise children's learning, building on their skills, knowledge and understanding which they have already developed.
- All members of our school community need to feel supported when faced with new challenges and situations.

Equal Opportunities

- No discrimination will take place regardless of race, gender or disability.
- Children will be supported equally, according to their needs.

Related Policies, Documents and Other support

- See Foundation Policy.
- See Home School Agreement.
- School website offers information about school.
- Establish links with external agencies already supporting the child.
- Visits to the school / classes for pupils and family.
- Induction for family as parents accompany child to school.
- Welcome pack and prospectus given to parents.
- Introduce the Home-School books to parents in the Foundation Stage.

WHAT WE DO

PRE-NURSERY TO NURSERY

- Prior to starting Roman Road Nursery, parents are invited to bring their child for visits as necessary.
- Staff actively encourage the sharing of information with parents on a regular basis.

RECEPTION TO YEAR ONE

- 'Moving up' visits to Year 1 classroom.
- Teacher liaison meeting to share information.
- FS Profile, portfolio handover.
- Teacher and pupils to discuss class rules.
- Reception to Year 1 parents meeting.
- Year 1 will follow the Reception curriculum for the first half of the Autumn term.
- Medical information passed on to receiving staff.
- Work from previous year displayed on board.

KEY STAGE ONE TO KEY STAGE TWO

- Joint playtimes already in place for Y1, Y2.
- 'Moving up' visit to the next class.
- Handover meetings between teachers.
- SEN, EAL assessment / target tracking reading.
- Medical information passed on to receiving staff.
- Cross phase moderated assessment and target setting shared to ensure progression.
- Teachers and pupils to discuss class rules.
- Work from previous year displayed on board

Year 6 / 7

- CTF information sent to secondary school.
- SENCO hand over.
- Learning mentor takes vulnerable children to their new school to introduce to Learning Mentor.
- Year 6 Pupils have taster day at Secondary school

This policy will be updated and reviewed annually

NB: EAL, SEN, CP and assessment files to be collected by the Borough for distribution to Secondary Schools.

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