



**Roman Road
Primary School Transition Policy
(Including adjustments during COVID period)
See also EYFS Policy and Home Visits Policy**

**Reviewed: March 2022
Ratified by Governors March 2022
Next review March 2024
John Gordon**

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 EYFS 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.

Measures during COVID 19 period

- (visits limited during COVID).
- School tours for each key stage on website.
- No home visits during COVID

WHAT WE DO (see also EYFS Policy for Home Visits)

PRE-NURSERY TO NURSERY (excluding COVID periods)

- 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.
- Home visits are carried out prior to children starting, to familiarise with children's learning and starting points

RECEPTION TO YEAR ONE

Re Transition - No home visits during COVID 19 period

- For new joiners - Home visits are carried out prior to children starting, to familiarise with children's learning and starting points. Not during COVID
- 'Moving up' visits to Year 1 classroom.
- Teacher liaison meeting to share information.
- Writing books start in summer term
- Teacher and pupils to discuss class rules.
- Reception to Year 1 parents meeting. Not during COVID
- Reception follow year 1 form of teaching for maths and English where applicable
- Medical information passed on to receiving staff.
- Work from previous year passed onto new year 1 teacher.

KEY STAGE ONE TO KEY STAGE TWO

- End of FS key stage data passed to year 1 teachers.
- 'Moving up' visits to next class
- Children that did not pass their PSC continue to access RWI in year 1.
- Handover meetings between teachers.
- SEN, EAL assessment / target tracking reading.
- Medical information passed on to receiving staff.
- Moderation of writing assessments and target setting shared to ensure progression.
- Teachers and pupils to discuss class rules.

Year 6 / 7

- CTF information sent to secondary school.
- SENCO hand over.
- Meetings with secondary school where necessary. Via Zoom during COVID period
- Once school places have been offered Y6 team liaise with receiving secondary in their programme which varies between schools
- Learning mentor takes vulnerable children to their new school to introduce to Learning Mentor. Not during COVID
- Year 6 Pupils have taster day at Secondary school. Not always applicable during COVID

NB: EAL, SEN, CP and assessment information for year 6 pupils are delivered to a borough secondary school for distribution to ongoing secondary schools.

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To be review: March 2024