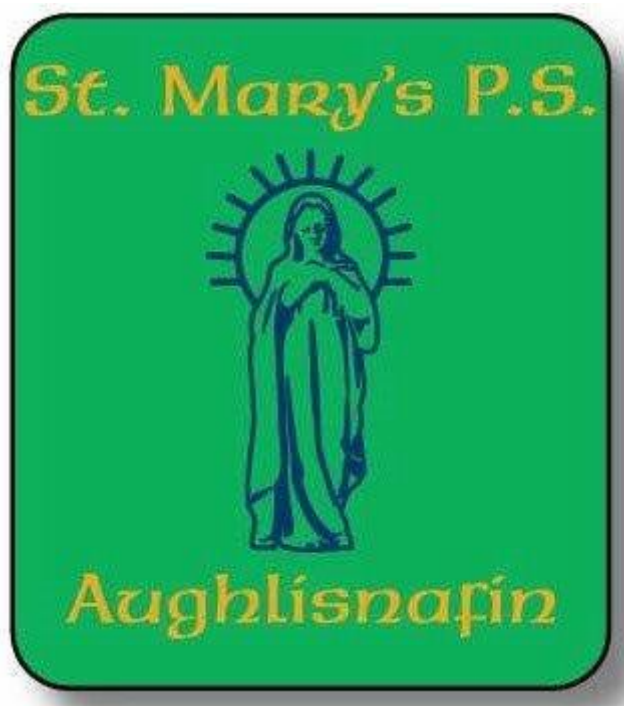


St. Mary's Primary school
Transition policy.



'All things must change to something new, to something strange.'

Henry Wadsworth Longfellow

Transition describes the movement that takes place from one familiar setting, including the home, to another. This policy describes the process to support children in settling into their new learning environment, in preparation for future learning and development. Children's social, emotional, and educational needs are central to any transition between one setting and another or within one setting. Some children and their parents will find transition times stressful while others will enjoy the experience. Effective communication between home/ other settings/ other agencies and St. Mary's P.S. is key to ensuring that your child's/children's needs are met and there is continuity in their learning."

Pupils at St. Mary's Primary school may make several transitions as they move through the school including:

- Transition from home to Reception / P.1.
- Transition from a play group/ childminder or nursery setting to Reception /P.1.
- Transition from Reception to Primary one
- Transition from one class to another
- Transition from P.7. to secondary/ Grammar school

Each of these transitions is unique with its own challenges and expectations.

Aims

We want our children to experience smooth transitions and to have a positive experience of transitions which will not hinder their wellbeing, quality of learning or development. Children and parents are actively involved in the process of transition.

This policy also aims to:

Make a happy transition from home to school and year group to year group.

Support all children towards independence and develop confidence and ability to cope with change.

Give pupils a clear understanding of the new expectations ahead of them.

Ensure that any relevant information from outside agencies is acknowledged and acted upon particularly regarding children who might be considered vulnerable or have an SEN.

Encourage all parents to be partners in their child's education.

Assist parents in helping their child prepare for school and transition to each new phase.

At St. Mary's P.S. we are committed:

- To ensure a smooth transition between settings, year groups and key stages for parents, children, and practitioners
- To ensure information is shared between different settings/classes in terms of children's development, learning records and any other information
- To ensure parents, children and practitioners have adequate information relating to transition
- To ensure the children settle quickly into their new setting or year group

Transition from Home/nursery/ childminder to St. Mary's P.S. for new starts in either Reception or Primary 1.

In June:

The parents along with their children, are invited to a short play and stay session before they start.

The parents along with their children will have the opportunity to look around the classroom, the toilet facilities, and the outdoor play yard.

The parents along with the children will meet their teacher and classroom assistant.

The parents will have the opportunity to speak to the teacher/classroom assistant and express any concerns they may have.

The parents will receive an information booklet and the teacher will talk about any items they will need. The parents will also receive a booklet which will outline the typical school day. This booklet will contain pictures of the staff, the classroom, toilets, and the yard. These photos can be discussed in the security of a familiar setting so that they child is prepared and familiar with what is happening.

The Teacher will outline the expectations and the class routines.

This visit will hopefully dispel the fear of the unknown and familiarise the child with their new setting and the new adults with the security of their parents with them.

The teacher will also receive copies from pre-school setting of the child's standard transition form.

In September:

The children will have a short play session in school on the first morning wearing their new school uniform to start the new school year. The children will come in without their parents.

Open communication will be kept between home and school to ensure a smooth transition.

Transition from Class to class throughout the school.

The child's teacher will prepare their class for this transition by talking about what will happen next year.

The class teacher will familiarize the children with their new teacher by talking positively about the new teacher and explaining why we move to a new class.

In the last month - June the children in the EYFS will have a story / getting to know you session with their new teacher on one afternoon a week so that the children become familiar with their new class and their new teacher.

In the last few days of June, the class will move up class and stay with their new teacher.

Their class teacher will pass on information to their new teacher with regards to their development, academic progress, their likes, strengths and fears and any concerns that they may have.

The Transition from P.7. to secondary/Grammar school

The children and their parents decide whether to enter their child for the transfer test.

The school will keep parents informed of dates and the process for the transfer test.

The school will keep parents informed of the application process to transfer to secondary level education.

The school will provide information supplied by secondary and Grammar school with regards opening days and enrolment.

Local secondary and Grammar schools visit the P.7. pupils to provide information on what their school has to offer.

Once places have been offered and accepted the school shares pupil information with the child's new school.

The P7 class will look at PDMU lessons specifically about transition to post primary school and overcoming challenges.

The P.7. children finish early to facilitate the movement of other classes to their new teacher.

Often our link schools will contact St Mary's to discuss suitable arrangements for each child or give taster days / carry out baseline testing.

The transition during the school day - Home to breakfast club, class to after school club, class to home , after school club to home.

The parent/ childminder brings their child/children to school each morning.

The parents say goodbye to their child / children at the school gate.

The children who attend breakfast club will remain in this room until 8.45am after which they will go out to play in the school yard which will be supervised by a member of staff.

The children who do not attend breakfast club will be dropped off at the school gate from 8.45am onwards and will play in the yard under supervision until the bell rings at 9.00am.

At 9.00am the bell rings and classes line up to go inside for the start of the school day.

The leader of the breakfast club will report any information/ messages to the class teacher from the parent that morning or on any concerns the leader may have.

The class teacher will walk the children to the school gate and ensure that they are collected by the designated person and report anything of note to the parent/ childminder, as necessary.

The class teacher/classroom assistant will transfer any children going to the after-school club and relay any relevant information to the after-school leader.

The after-school club leader will walk the children to the gate at home time and ensure that they are collected by the designated person and report anything of note to the parent/childminder, as necessary.