



The Federation of the Church Schools of  
Shalfleet and Freshwater & Yarmouth  
*Together for a Brighter Future*

# TRANSITION POLICY

<b>Approved by</b>	<b>SH &amp; TG</b>
<b>Portfolio</b>	<b>Standards</b>
<b>Approved on</b>	<b>Summer 24</b>
<b>Review date</b>	<b>Summer 26</b>
<b>Review Cycle</b>	<b>2 Year</b>
<b>Policy Type</b>	<b>Non Statutory</b>
<b>FGB Ratified</b>	

Signed \_\_\_\_\_ Date \_\_\_\_\_

## **Transition Policy**

At the Federation of the Church schools of Shalfleet and Freshwater & Yarmouth we want our pupils to be happy and confident in all aspects of school life. We also want them to achieve their full potential in all areas of the curriculum. We recognise that some pupils may be vulnerable at transition stages and to this end we will employ the following structures and systems to ensure a positive and smooth transition.

### **Aims:**

- To provide a smooth and positive transition from one stage to another.
- To ensure good communication between Early Years settings, Reception class and Year 1 teachers, Foundation Stage teachers, Year 6 and secondary schools.
- To raise parents' awareness of the different stages.
- To ensure pupils' skills, knowledge and understanding are built upon appropriately.
- To develop strong methods of communication between staff, parents and children.
- To develop the skills for life.

### **Transition from Early Years Settings to Foundation Stage**

#### **How will this be achieved?**

- Teachers in Foundation Stage share information with Early Years Settings.
- During the Summer term teachers in FS visit the children in their Early Years Settings.
- For children attending the setting based at the school, visits will be maintained on a regular basis throughout the year prior to the child beginning school
- Early Years Settings pass on records in the Summer term
- Children are offered home visits during the Summer Term
- Parents are offered the opportunity to attend a meeting to meet Foundation Stage Staff and other staff members of the school. Parents will learn about activities and routines of the school.
- Parents will have a meeting with their child's teacher to discuss their child's interests and any concerns they might have.
- Parents complete a form to share relevant information with the teacher.
- Meeting in the Summer/Autumn term to explain to parents how Foundation Stage works.

### **Transition from Foundation Stage to Key Stage 1**

#### **How will this be achieved?**

- Teachers in FS and Key Stage 1 meet regularly and discuss pupils
- Parents will have the opportunity to attend a FS/Year 1 transition meeting in the Summer term.
- Good communication between year 1 teachers and FS teachers regarding pupil data and needs to be developed in summer term before transition.
- Teachers in Foundation Stage will pass on data and work prior to transfer.
- The curriculum approach for children who are still working at Foundation stage level will be adapted and modified to enable 'next steps' of progress for each individual whilst introducing the national curriculum expectations at a pace and development levels appropriate to the children.

## Transition through the school

### How will this be achieved?

Across the federation routines and expectation are common across the staff, equally every opportunity is taken to enable children to be familiar with teachers and support staff other than those who work within their classrooms. Whole school events and sharing in the successes of other children within the schools build familiarity. Classes also share events with their opposite year groups across the federation. We aim to build confidence, adaptability and resilience in a caring community to enable all our children to cope with change.

### 'Move up' days

This is for pupils to spend time with their new teacher in their new classroom.

These will take place during the summer term most likely to coincide with the secondary school 'move up days'.

During the final term there will be an opportunity for parents to meet their child's new teacher and ask any questions they may have.

When there is a new teacher in the school for the next academic year, they will arrange to visit the school to meet the children.

### Staff Meeting/Transition Documents

Teachers will complete a 'Federation Transition Document' for each child to pass onto the next teacher.

Staff will have the opportunity to pass on information about social and emotional aspects of some children to the new class teacher.

## Transition from year 6 to Secondary school

### How will this be achieved?

- Visit to the primary school from secondary school staff
- An assigned member of staff to liaise with the feeder secondary schools including overseeing the handover of information (i.e. safeguarding information)
- Transfer days for pupils to their feeder secondary schools
- Transition documentation completed for receiving secondary schools
- Parents transition meetings within Primary School
- Additional transition meetings will take place for children with SEND, this will be led by the Inclusion Team and the class teacher