



CWMABER INFANTS AND JUNIORS SCHOOL



TRANSITION POLICY

INTRODUCTION

At Cwmaber Infants and Junior School we have a firm belief that transition should be a process, not an event. To that end, we have worked consistently to provide a curriculum, environment and delivery based on continuity and progression from 3 to 11.

AIMS

- To ensure that each child and his/her parents/carers enjoy a smooth, happy and sensitive transition from home to school.
- To ensure that each child has a smooth and successful transition from class to class as he/she moves through the school.
- To ensure continuity and progression in a child's education.
- To ensure that each child has a happy and stress-free transition from the infants to the juniors.
- To ensure that all children move through different stages with confidence and a positive attitude, enabling them to meet the challenge of new learning experiences and opportunities without anxiety.

HOME TO SCHOOL

We work hard to ensure that the family of the child are welcomed into our school through an open-door policy, informal meetings, regular contact via newsletters, e mails and texts.

The child will be offered pre-school opportunities to interact with his/her peer group and to get to know them, as well as meeting the Head teacher, class teacher and support staff.

The parents/carers will be offered up to date and relevant information about the school as well as opportunities to take part, with their child, in pre-school activities. They will be invited to a meeting to meet the staff and develop a sense of trust in those with whom they are going to leave their child for a large part of their time. Important information will be shared, and parents will be given a School Prospectus.

The staff will aim to build up a good relationship between all concerned and provide the best possible support for each child. Links with the local Meithrin and play group are essential to smooth transition. For children with ALN, the ALNCO, together with the Nursery teacher, will visit the child in their current setting and meet with the pre school ALNCo to discuss current provision. Sometimes a PCP meeting will be set up before a child starts the Infants, to discuss plans and provision to support the ALN.

All three elements must come together in an atmosphere of mutual respect and understanding and work together towards achieving our shared goals of happy, successful, well-adjusted children.

CLASS TO CLASS TRANSITIONS

It is essential that there is a smooth transition for children as they move through the school, from class to class. The following are part of this transition:

- Meet the teacher – Parents meet with their child’s new teacher and supporting staff. This will allow parents to find out about expectations, routines, events, PE days, themes, etc. in preparation for the new term.
- Transition Day- During the first week of July, every child will spend the day in their new class, allowing children and staff to get to know each other.
- Handover meetings between receiving and current teacher- This allows the receiving teacher to have an in depth understanding about abilities, personalities, ALN, concerns, Child Protection and a general insight into each individual child.
- Pupils with ALN will have enhanced transition which includes extra visits to their new class as well as meetings between their parents and the ALNCO.

THE MOVE TO THE JUNIOR PHASE

The child needs to be provided with opportunities to ask questions and feel prepared for the transition to the junior school through visits, discussions and meetings. The Jigsaw units (taught as part of Health and Wellbeing) ensure children are as prepared as possible for a smooth transition. The following are implemented as part of the transition process:

- Year 2 children will spend the day in their new school, having experience of a new class, play times, assembly and dinner time.
- Year 3 teacher will visit the children in their current class.
- Handover Meeting between Year 2 and Year 3 staff. This allows the receiving teacher to have an in depth understanding about abilities, personalities, ALN, concerns, Child Protection and a general insight into each individual child.
- Meet the teacher -Meeting for Year 2 parents in the juniors, where they meet the new staff and receive information about their child’s new class.
- Pupils with ALN will have enhanced transition which includes extra visits to their new class as well as meetings between their parents and the ALNCO.

- One page profile- year 2 parents asked to complete this with their child in preparation for Year 3.
- Year 2 and Year 3 visit for assemblies/concerts throughout the year.
- All pupils in the Infant and Junior schools share pantomime visits and extra-curricular activities, when appropriate.

Appendix

Transition Arrangements- Summer Term (2)

These things need to be completed by the end of week 6

Targeted/Specific		
	Completed	Received by new teacher
Targeted One Page Profile- update progress towards targets and identify new targets		
IDP-Update progress towards targets in preparation for review		
Update Intervention folders		
Complete Concerns Sheet		
Boxall – redo Amber/red pupils		
Enhanced Transition for certain pupils		
Universal Assessments-		
Personalised Assessments		
Baselines		
Word boxes		
Progress Trees for maths and Writing,		
Welsh placemats		
Spanish Placemats		
ICT/DCF records		
SWST		
SALFORD		
Prepare reading books/records to be passed onto next teacher		
Record Keeping		
Pupil Progress charts- update Summer Term, using assessment data		

Add scores to data sheet- Personalised assessments, SWST, Salford, word boxes.		
Add PASS to Wellbeing (Pupil Progress charts)		
Complete the Handover sheet for the new teacher by Transition Day		
Analyse the tests using HWB reports and save on TEAMS		

Meet the teacher/Flourishing Finale

- **Celebrate achievements from the term with parents through Flourishing Finale**
- **Book Look for parents**
- **New teacher introduces themselves at the end of the meeting and covers the following:**
 - 📌 General information about the class- staff names, PE days, snack/water reminders
 - 📌 Ask parents to complete One Page Profile in preparation for September and return by end of term.
 - 📌 Remind parents to sign up to Seesaw
 - 📌 Give out contact details- e mail (within working hours)
 - 📌 Remind parents to use the school website
 - 📌 Remind parents to complete permissions when sent out.

L Evans

Up-dated Summer Term 2024