



"Inspiring minds to ignite lifelong learning"



Onchan Primary School
School Road, Onchan, Isle of Man IM3 4PD

email: OnchanEnquiries@Sch.im

tel: 01624 673465

Policy for Transition

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 in to their new learning environment in preparation for future learning and development.

We understand that there are different key points in a child's educational journey where transition is more likely to have a greater impact upon a child for social, emotional and academic reasons. The overall aim will always be to ensure that a child's academic journey is as continuous and seamless as possible whether that is:

- from Nursery or home to Reception
- from EYFS to Year 1
- from KS1 to KS2
- from Year 6 to High School

Aims

We want our children to experience smooth transitions so that the quality of learning is maintained and children continue to make the very best progress during their time at Onchan. Effective transition will result in children who have the capacity to adjust well, know what is about to take place and be able to adapt, with the right support, to those changes.

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.
- Ensure children and Parents/Carers have a clear understanding of the new expectations ahead of them.
- Ensure that any relevant information from outside agencies is acknowledged and acted upon particularly in regard to children who might be considered vulnerable.
- Encourage all parents to be partners in their child's education and support changes that may take place.

Transition from home to Reception:

It is essential that the journey to start school for each child is as smooth as possible. As a school we have worked to ensure that different processes are in place to aid this important transition time.



"Inspiring minds to ignite lifelong learning"



Onchan Primary School
School Road, Onchan, Isle of Man IM3 4PD

email: OnchanEnquiries@Sch.im

tel: 01624 673465

Autumn Term

- Two informal Stay and Play sessions are organised by the Foundation Stage team. The first takes place in November and the second in February. Each of these have a morning and afternoon session as the children will be learning alongside the current Reception class. The parents also come in with the children. This allows good communication between staff and parents straight away and gives Parents and Carers opportunities to ask questions or share any relevant information about their child. The second Stay and Play session is vital as some parents are unable to attend the first session. It also gives the children a chance to learn and play in the environment with more confidence as they become familiar.
- Transition Speed dating from Nursery (January) - This is where the EYFS team will meet after school with other schools and nurseries to allow the nursery settings to pass relevant information about their children to their prospective school. This is arranged by DESC Early Years team and it allows schools to be fully prepared for all of the needs of the children.
- Local Nursery Nativity visit - 2 local nurseries, Beehive and Storytime, are invited to watch the Reception nativity dress rehearsal at school. This continues the strong relationship with the local feeder nurseries and is the start of the transition/ familiarity journey.

Spring Term

- Second stay and play session (February, see above)
- EYFS Parents School meeting - Parents are invited to a Starting School meeting in May when processes, routines and important information are passed on regarding uniform, PE etc. Staff are formally introduced and routines of a typical day in Reception are explained.
- A New Starters page is developed on the website which is updated by staff stories, information, videos etc to encourage familiarity with staff.

Summer Term

- Nursery visits (June) - Reception teachers visit Nursery settings to see the children playing in their familiar setting, alongside their peers. These allow the staff to observe and spend quality time with each child and creates a clear picture of how the children are when fully settled in a familiar environment. On the very rare occasions that a child does not attend Nursery the team leader will liaise with Parents to arrange a drop in at home where practicable.
- Social story packs – Social stories are prepared by Reception to hand to each child at their nurseries during the visits. These allow the Nursery and parents to talk through and look at pictures of school e.g. the door they will go through, to ease any anxieties before starting. This gives parents something concrete to support their child with during the summer break.
- Children with an identification of Needs from their Health Visitor, and for whom a placement at the Pre-School Assessment Centre is arranged, will have a formal transition meeting with Parents and PSAC staff to ensure continuity and staffing arrangements where this is required due to the Plan

Onchan School Values

Compassion - Integrity - Endeavour - Courage - Respect



"Inspiring minds to ignite lifelong learning"



Onchan Primary School
School Road, Onchan, Isle of Man IM3 4PD

email: OnchanEnquiries@Sch.im

tel: 01624 673465

- Two consecutive, half-day transition sessions are organised for the children to meet their new classes in July which corresponds with whole school transition days and Year 6 transition days to High School. Parents on these days will drop off, leave, and then collect their children at the end of the session. Children by this point have confidence with staff and the setting to feel safe and settled when separating from parents and also will make the first day of school in September a little less daunting.
- The very great majority of children will start school in September on a full-time basis with no issues. In some cases, there may be a need that is requested for a part-time placement if a child is not coping with the transition process. While statutory school age does not commence until the age of 5 years, it should be also taken into consideration the friendships and routines which are developed in the Foundation year and important learning which would be impacted by such an arrangement. Further details can be found in the DESC admissions policy.
- Phonics parents meeting (September, after new children after started) – Parents are invited into school to learn about our Phonics Scheme and teaches them how to best support their child with learning sounds and reading at home. This also allows parents to feel more connected to the school straight away after their children have started school, which can be traumatic for some parents.

Transition from EYFS to Year 1

Transition from the Reception to Year 1 presents a unique challenge as children move from the play-based approach of the Early Years Foundation Stage to the demands of the National Curriculum.

Summer Term

- During the Summer Term, Year 1 teachers spend time in the Foundation Stage classrooms and outside space with the children they will be receiving. Time is also given by Senior Leadership to facilitate the sharing of assessment information and moving children from the EYFS framework onto National Curriculum assessment systems.
- Year 1 Social story style video (prior to transition days) - Y1 team to make a video tour of the Y1 indoor and outdoor environment to explain the different areas and also where they put their coats, which door they will go through in the morning etc. This can be put on the school website where families can support their child from home before the transition days and can become familiar with the new voices.
- 2 Transition days (July) - Towards the end of the summer term children visit the Year 1 classrooms for two days as part of whole school transition. These are consecutive days and allow children and parents to become familiar with where they will be dropped off and picked up.
- SEND/Vulnerable children – support is given to SEND children and those children identified as having the potential to struggle with the transition to Y1. These children are brought into the Y1 environment into the shared creative space between the 2 classes and outside where they can become more familiar with where they will be learning which will offer that extra support prior to the transition days.

Onchan School Values
Compassion - Integrity - Endeavour - Courage - Respect



"Inspiring minds to ignite lifelong learning"



Onchan Primary School
School Road, Onchan, Isle of Man IM3 4PD

email: OnchanEnquiries@Sch.im

tel: 01624 673465

- Story swap – Towards end of the year and when staffing is known, Reception and Y1 teachers to swap to read end of day story. This will allow the Reception children to feel safe and comfortable with their new teacher in their familiar classroom setting.
- Staff transition meetings - The EYFS profile identifies gaps in children's learning and teaching and support staff make recommendations for interventions that are planned to start in September. Time is given for the EYFS teacher and Year 1 staff to meet to share the EYFS Profile, Pupil Progress Summary and pastoral information. Liaison is also made with the school SENCO to ensure that any identified needs can be assessed using the Continuum of Learning and Improvement and progress monitored.

September

- Continuous provision in Year 1 - During the first two half-terms in Year 1, children experience a gradual transition from the play-based approach to teaching and learning they have experienced within the EYFS, to a structure with more whole-class, teacher-led sessions. Going forward there is a greater degree of consistency with EYFS, with best practice then built upon. Some systems are replicated e.g. phonics, small group work, Continuous Provision and Star Challenges but care is taken to ensure that this is robust, developmental and challenging and not simply the same being repeated. The environment, resources and expectations are carefully planned and thought out to ensure there is that clear progression from Reception.
- At the start of the year key aspects of the learning environment and pedagogy are familiar to the children such as areas of continuous provision both inside the classroom and outdoors. Teachers gradually increase the amount of whole class teaching and independent work, with more whole class lessons delivered alongside opportunities for play-based learning. The expectations with regard to how this complex process is managed are set out in Appendix 1.

Transition from class to class

All children visit their new classes towards the end of the summer term for two days, spending time in their new classroom with next year's teaching staff. And where possible, Support staff. Children engage in a range of activities, discuss the curriculum and take part in learning activities that can be used to enhance the environment for the next academic year therefore providing a level of familiarity.

Transition meetings are timetabled within Staff Meeting time towards the end of the Summer Term. At these meetings individual children are discussed to ensure the receiving teacher has a good understanding of the learning and pastoral needs of each of the children. The class folder is handed over at this meeting, which contains relevant information about the class including copies of the school end of year reports, progress and attainment data, SEN concerns and interventions and pastoral and health information (Appendix 2).

Assessment information on children's attainment and progress is also shared through the Assessment Tracker database on Arbor and the handover of class assessment files for Reading, Writing and Maths.

Onchan School Values
Compassion - Integrity - Endeavour - Courage - Respect



"Inspiring minds to ignite lifelong learning"



Onchan Primary School
School Road, Onchan, Isle of Man IM3 4PD

email: OnchanEnquiries@Sch.im

tel: 01624 673465

The progress of all children vulnerable to underachievement is discussed at Pupil Progress meetings held at the end of the Summer Term. Strategies to accelerate the progress of any pupils identified as underachieving are discussed with the class teacher and Inclusion Manager. These are recorded in the class Pupil Progress Summary which is shared with the receiving teacher at the handover meeting. Data is subsequently tracked throughout the year and children not achieving in line with expectations or end of year targets are highlighted with SLT.

A meeting with parents (Meet the Teacher) during the first half term of the Autumn Term is planned, which provides information about the routines and expectations of the child's new class and the learning which is planned for the academic year. A timetable and year group newsletter are shared with parents at, or shortly, after this meeting.

Whilst some activities in the first week of the Autumn term are specifically planned to help children settle in to their new environment and get to know the adults who are now working with them, it is our policy to move to a regular timetable as soon as is practicable in order to maximise the children's learning opportunities. The systems in place should allow for a smooth transition of learning.

Transition from Primary to Secondary School

The majority of Onchan pupils transfer to SNHS (Lower School- Bemahague). During the first term a Roadshow event is held by the Head of Lower School and Senior staff to discuss with Year 6 families the process of transition and to begin the familiarisation process with Secondary School.

- An Open Evening is held in Term 2 to enable all children to begin the orientation process.
- The head of Year 7 visits to talk to the children in Year 6 in the Autumn term.
- Year 7 teaching staff will visit school over the course of the year to deliver some lessons thus ensuring children are familiar with some key staff.
- Events are held at SNHS throughout the year which we will always aim to attend thus ensuring that the children in Year 6 are familiar with the routines and physicality of the building before the formal transition days.
- Two days are allocated in July where all Year 6 children spend time at their allocated High School
- Over the course of the year Onchan school staff liaise with the receiving secondary school and engages in their transition programme.

The school shares pupil information with the receiving school, including end of KS2 attainment levels and important pastoral information. Pupil records are transferred to the receiving secondary school which will include the child's annual school reports, information about special educational needs and significant pastoral information. Records of safeguarding concerns are also passed on to the receiving school.

In the Summer Term, all pupils in Year 6 complete a unit of work called 'Moving Up', which addresses many issues associated with transition including PSHE and citizenship topics such as dealing with peer pressure, personal safety, planning routes to school and sex and relationships

Onchan School Values
Compassion - Integrity - Endeavour - Courage - Respect



"Inspiring minds to ignite lifelong learning"



Onchan Primary School
School Road, Onchan, Isle of Man IM3 4PD

email: OnchanEnquiries@Sch.im

tel: 01624 673465

education. Pupils from Year 7 are encouraged to come back to school to share their experience of transition.

The achievement of the cohort of children leaving Onchan School is celebrated through a Year 6 leavers' performance to Parents and Carers which also includes the presentation of awards, a leavers' party and presentation of a Leavers Hoodie (organised by parents) and the traditional signing of shirts on the last day.

Links to other policies

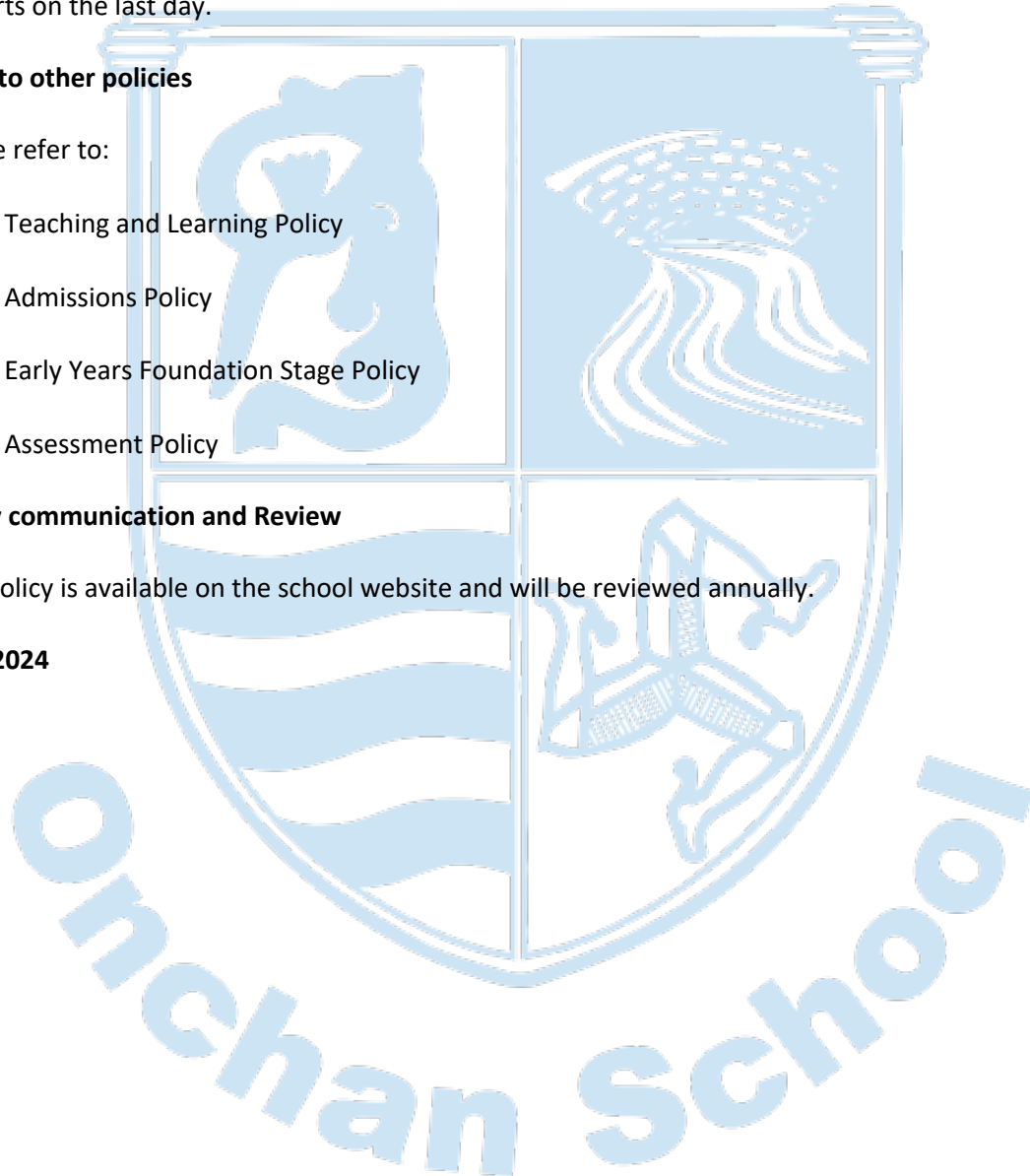
Please refer to:

- Teaching and Learning Policy
- Admissions Policy
- Early Years Foundation Stage Policy
- Assessment Policy

Policy communication and Review

This policy is available on the school website and will be reviewed annually.

May 2024





"Inspiring minds to ignite lifelong learning"



Onchan Primary School
School Road, Onchan, Isle of Man IM3 4PD

email: OnchanEnquiries@Sch.im

tel: 01624 673465

Appendix 1: Transition from Reception to Year 1

Learning Environment Timetable/pedagogy

Autumn Term	<p>Environment</p> <p>Free-flow between interconnected classrooms and shared space</p> <p>Children's interests are evident and celebrated</p> <p>Free-flow to outside space</p> <p>Classroom reflects areas of learning, shared spaces are set up e.g. Construction, Small World, Tuff spots, Reading area etc.</p> <p>Phonics and learning walls reflect learning taking place</p> <p>Some tables for group work</p>	<p>Learning</p> <p>Play-based approach to learning</p> <p>Daily phonics lessons</p> <p>Whole-class carpet sessions in Maths and English x 4 each week</p> <p>Carousel of related activities with guided group work</p> <p>Morning break introduced</p> <p>Individual readers</p>
Spring	<p>Free-flow between interconnected classrooms during afternoons</p> <p>Tables for independent and group work</p> <p>Focused activities in outside space , star challenges and CP during the afternoons</p>	<p>Daily phonics lessons</p> <p>Morning whole-class sessions in Maths and English</p> <p>Guided reading sessions</p> <p>Weekly news writing during Morning Mission (Mondays)</p> <p>Guided group work</p>
Summer	<p>Classroom-based teaching</p> <p>Free-flow between interconnected classrooms when appropriate</p> <p>Tables for independent and group work</p>	<p>Daily phonics lessons</p> <p>Daily whole-class sessions in Maths and English x4 each week</p> <p>Weekly news writing</p>



"Inspiring minds to ignite lifelong learning"



Onchan Primary School
School Road, Onchan, Isle of Man IM3 4PD

email: OnchanEnquiries@Sch.im

tel: 01624 673465

	<p>Focused activities and Star Challenges in outside space</p>	<p>Guided group work</p> <p>Activities planned which allow greater independence</p>
--	--	---

Appendix 2 Transition Teacher checklist

<u>Item</u>	<u>Received by new teacher</u>	<u>Comments</u>
Big Write books		
English books		
Maths books		
Science books		
Tracking information (Maths, Science and English)		
Parents' Evening comments		
Electronic copy of reports from previous year		
Medical information and Health Care Plans		
Up to date medical items (inhalers, Epipens etc) Check the expiry dates.		
Topics covered this year		
Guided Reading folder/books		
Discussions regarding all levels		
Supply file		



"Inspiring minds to ignite lifelong learning"



Onchan Primary School
School Road, Onchan, Isle of Man IM3 4PD

email: OnchanEnquiries@Sch.im

tel: 01624 673465

All books which have been passed on from the last academic year are to go home with the children at Christmas.

Books are passed on so that there is on-going evidence of the children's progress from the last academic year and if there are ever any discussions that need to take place regarding levels, the previous learning is at hand.

Learning is continuous in books at the start of the next academic year.



Onchan School Values
Compassion - Integrity - Endeavour - Courage - Respect