

Welshpool Cluster

Transition Plan 2023 – 2024: from primary to secondary school

Background

Governing bodies of secondary schools and their feeder primary schools are required to jointly draw up a transition plan to support transition of learners from Year 6 to Year 7 in line with Curriculum for Wales framework. Currently legal requirements for transition from primary to secondary school are set out in the new [2022 Transition Regulations](#) came into force 1 July 2022. Transition plans must be in place and operational from the beginning of each academic year. Plans must be **reviewed annually**.

Purpose

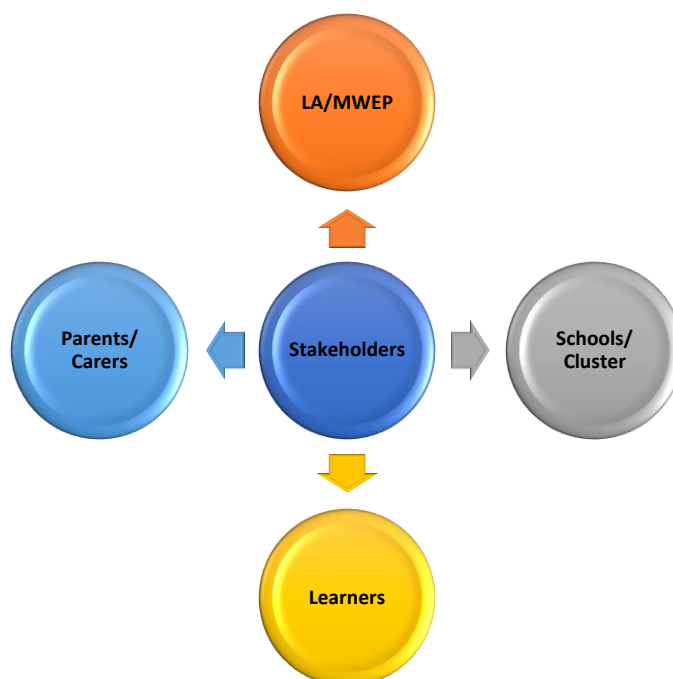
The aim of the following transition plan is to support and improve links between our cluster of schools with a specific focus on working collaboratively to:

- enable learners to realise the 4 purposes
- develop a shared understanding of progression at a cluster level ensures that learners' experiences are connected, authentic and relevant. This in turn will support practitioners to identify how sequencing in learning can enable progress.
- ensure coherence across the cluster to support equity, well-being and the overall needs of all learners
- ensure a smooth transition where practitioners communicate and understand what and how learners have been learning and identify next steps in learning to support their education and well-being.
- ensure appropriate pace and challenge in a school's approach to progression when developing their curriculum and assessment arrangements. Developing a shared understanding enables practitioners across the cluster to explore whether their expectations for learners are sufficiently challenging and realistic and whether any support is required by individuals.

This transition plan has been divided into 4 sections

1. Managing and co-ordinating the transition process
2. Securing continuity of learning and developing a shared understanding of progression
3. Ensuring individual learner's progression **and** ensuring that learning needs and the well-being of each individual learner will be supported as they transition from primary school to secondary school
4. Proposals for reviewing and monitoring the impact of the transition

Role of the Stakeholders



LA/MWEP	Schools/Cluster	Learners	Parents/Carers
<p>Provide bespoke cluster support, advice and PL (as appropriate).</p> <p>Work collaboratively to construct and implement the transition plan effectively, if required.</p>	<p>Work collaboratively to construct and implement the transition plan effectively.</p> <p>Communicate and provide parents/carers with up-to-date and relevant information regarding the transition process.</p> <p>All staff to acquire a greater awareness of the learning continuum to ensure learners make progress.</p> <p>Continually review and improve the transition process.</p>	<p>Immerse themselves in the transition learning experiences.</p> <p>Ask questions, communicate and collaborate with others e.g., their peers, practitioners.</p> <p>Have a voice in the development, implementation, and review of the transition plan</p> <p>Make full and increasing use of their skills, knowledge and experiences.</p> <p>Make progress in across all aspects of learning (at their own individual pace)</p>	<p>Support and encourage learner participation in transition process e.g., open evenings, transition days, homework tasks etc</p> <p>Work collaboratively and communicate with schools to ensure their child's learning needs and well-being are met through the development of positive relationships.</p>

1. Managing and co-ordinating the transition process

	Activity	When	Responsibility	Outcomes
i	Headteachers' Area/Cluster Meetings- Transition to be put on each agenda	Half-Termly	Headteachers	Stronger communication within clusters.
ii	A designated member of staff in the secondary school who is responsible for the co-ordinating a smooth transition of each individual learner.	Summer term	Welshpool High School- N Forsyth	To co-ordinate and utilise resources to ensure a successful transition for every learner
iii	Transition days for year 6	Summer term	Primary and Secondary schools	Learners start to develop positive relationships to become more confident, happy and resilient as they transition into year 7.
iv	Open evening	Autumn Term	Welshpool High School	
v	Information packs for learners/ parents/carers(information booklet and prospectus)	Autumn Term	Welshpool High School	Learners, Parents/carers well informed of the transition process.
vi	Transition website with key information e.g., virtual tours, meet the staff, examples of learning experiences etc	Ongoing	Welshpool High School	
vii	Transition TEAM for all learners	Ongoing	Primary and Secondary schools	Learners start to develop positive relationships to become more confident, happy and resilient as they transition into year 7.
viii	Sharing resources, facilities and expertise e.g., primary school using secondary school's facilities to enrich learning experiences in Science and Technology/ Creative Arts etc... science primary lessons are held in the secondary campus labs	Ongoing	Primary and Secondary schools	Enriched learning experiences, increased collaboration, developing a shared understanding of the learning continuum.

School Transport

Free transport is generally restricted to pupils who attend the school designated by the LEA as serving the area in which they live and who reside the necessary distance from the school.

The relevant distances being: -

- Primary Aged Pupils (from 5 years of age) - 2 miles or more from the school
- Secondary Aged Pupils - 3 miles or more from the school

Distance is measured by the shortest walking route between home and school. (From the nearest council-maintained road to the property, to the nearest school entrance onto the school site)

Assistance may be provided for pupil in certain circumstances on the grounds of: -

- capacity
- closure of school/re-organisation of school(s)
- safety
- medical
- statement of educational needs
- a change of residence in a final examination year
- continuation of an advanced course of study not being available at the designated school
- religious beliefs (within an 8 mile radius of the school)
- post 16 students

Link to Transport Policy: [home-to-school-transport-policy.pdf \(powys\)](#)

2- Securing the continuity of learning and developing a shared understanding of progression

	Activity	When	Responsibility	Outcomes
i	Cluster collaboration on curriculum design and assessment arrangements	Ongoing e.g., Inset days, Twilight sessions, Professional discussions, Networks	Primary and Secondary schools	Ensure consistency and understanding across the learning continuum of practitioners' expectations, learner progression and assessment arrangements.
ii	Cluster collaboration on developing a shared understanding of learner progression in ways described in the principles of progression, supporting learners to develop towards the 4 purposes.	Ongoing e.g., Inset days, Twilight sessions, Professional discussions, Networks	Primary and Secondary schools	
iii	Where appropriate, release practitioners to observe good practice in both secondary and primary <i>(Has taken place as part of Olevi programme- no information on next cohort provided yet)</i>	As appropriate	Primary and Secondary schools	Increased understanding of effective pedagogy across the continuum. Increased collaboration to develop consistency across the learning continuum and strengthen relationships across the cluster.
iv	Co-construct, implement and review an action plan to show how the cluster can develop a shared understanding of progression. *See shared understanding of progression overview plan.	Ongoing	Primary and Secondary schools	Ensure consistency and understanding across the learning continuum of practitioners' expectations and learner progression.

3- Ensuring individual learner's progression
and means to ensure that - learning needs and the well-being of each individual learner
will be supported as they transition from primary school to secondary school

	Activity	When	Responsibility	Outcomes
i	Summary of individual learner information to be shared annually for year 6 and 7 learners e.g., 1 page profiles/ Learning Passports / Transfer forms/E-Portfolios for each learner	Summer term	Primary and Secondary schools	An increased understanding of learner journey on the learning continuum and targets for improvement
ii	Any relevant details and information are discussed at the transition/pupil progress meetings between secondary and primary	Autumn Term	ALNCo Teachers Middle leaders TA	Key information about the learner/s is shared including; <ul style="list-style-type: none"> • Individual/group progress • future progression needs • how future progression needs can be supported at home • general well-being in school
iii	Annual/Termly reviews of ALN learners to include representatives from the primary and secondary schools.	When appropriate	Multi-agency ALNCo	
v	Regular communication with parents/carers of new learners	Summer term	Primary and Secondary schools	
vi	PL to support transition provision	Ongoing	Primary and Secondary schools	Ensure that the transfer arrangements are comprehensive and meet the needs of each learner.
vi	Peer to peer support e.g., buddy system, circle time, empathy lab, learner voice, presentations from Y7 learners to Y5/6	Ongoing	Primary and Secondary schools	Learners start to develop positive relationships to become more confident, happy and resilient as they transition into year 7.

4- Proposals for reviewing and monitoring the impact of the transition

	Activity	When	Responsibility	Outcomes
i	Stakeholders voice e.g., questionnaire, school council groups for feedback and ongoing discussions between practitioners, learners and parents based on continuity of learning, progression and well-being.	Summer term	Primary and Secondary schools	Ensure the voice of all stakeholders is included in the development of future transition plans
ii	Regular discussions (formal and informal) between all stakeholders which will be fed back to the transition panel and cluster meetings e.g., a live document to capture feedback.	Ongoing	All stakeholders	Ensure that the transfer arrangements are comprehensive and meet the needs of each learner.
iii	Transition panel (to include cross range of stakeholders) to review and monitor the effectiveness of transition plans and identify amendments	Ongoing	Primary and Secondary schools	
iv	Transition plans are a regular feature on area/cluster, school agendas	Ongoing	Primary and Secondary schools	Clear communication and expectations

Review of transition plans

It is for governing bodies and school management teams to determine, as part of the development of a plan, when a **transition plan should be reviewed annually** and rolled forward or amended to take account of any changed circumstances. Please see [Welsh Government guidance](#) for further details.

Optional Template - Review of transition plan 2022/2023

Cluster WELSHPOOL

Date of review 11/01/24

Focus	Strengths/What is working well? What's the impact?	Challenges	Ways forward/ Changes/ Recommendations
Managing and co-ordinating the transition process	Meeting as a cluster both at HT level and now with ALL staff involved in progression planning. Sharing resources and expertise- ensuring consistency in numeracy strategies. Sharing digital resources, music resources.	Transition days are different for different secondaries, as well as Open Evenings often the same day	JA to raise at secondary HT meetings?
Securing continuity of learning and developing a shared understanding of progression	Shared understanding of progression is developing well, with good engagement from all schools and staff.	Measuring or judging progression between progression steps. What academic info (aside from National Test data) is relevant, helpful, useable?	Focus on sharing skills information, which run through all AoLEs. NRT/NPT for now, Cluster Heads to discuss cross phase AoLE working party to discuss.
Ensuring individual learner's progression <u>and</u> means to ensure that - learning needs and the well-being of each individual learner will be supported as they transition from primary	Information is shared well, through a mixture of Tyfu, F2F meetings of staff across phases, including ALN support, and population of transition spreadsheet	Financial constraints make it difficult to fund transportation for visits, or to utilise opportunities for additional transition opportunities. On a very few occasions, parents have questioned information shared between schools.	School governors to pursue a line of enquiry with local businesses re funding for help with transportation costs? Discuss at HT meetings. Primaries to invite parents(and learners) as appropriate to transition

school to secondary school			meetings where learner information is shared and given the opportunity to input.
Reviewing and monitoring the impact of the transition	<p>Parent and pupil voice are resoundingly positive about transition.</p> <p>Learners are happy and confident to start high school.</p>		

Signed

N Forsyth

Date 11/1/24