



School arrangements for supporting pupils transferring between stages of education and preparing for independent living

When a pupil starts at school we will endeavour to meet parents/carers to discuss their child's needs. If a pupil arrives at school with SEN the SENCo and teachers should be informed of this from their previous setting or by their parents/carers. Before a pupil starts at our school parents/carers are encouraged to talk to staff about any concerns they may have about their child's or children's development.

At foundation stage, staff will arrange evening meetings for parents, a home visit if requested and a staged school induction. For children in key stage 1 and key stage 2 visits before the pupil starts at our school are given and an appointment with the class teacher can be made at any time either in person or by phone to discuss your child.

Between each class/phase in school children are given transition time before they start in their new class/phase/school. Staff will spend time discussing their new pupils and any additional needs they may have. All official paperwork and records are kept and passed onto the next teacher or setting. At the beginning of the new academic year children are familiarized with their new setting and routine to ensure a good start to the new academic year.

For secondary school transfers year heads and SENCos talk to our staff at school and additional meetings are held when felt necessary which parents and pupils are both invited to. For some pupils the secondary schools may provide additional transition support.