

Crwys Primary School



Liaison and Transition Policy

The United Nations Convention on the Rights of the Child (CRC) is at the heart of our school's planning, policies, practice and ethos. As a rights-respecting school we not only teach about children's rights but also model rights and respect in all relationships.

We believe that it is very important to have good liaison to enable schools in different phases to obtain a better understanding of each other's needs and problems and of the way in which each operates. The requirements of the National Curriculum mean that curriculum continuity, assessment procedures, recording and reporting, and the flow of information takes on an increased importance in the transition process.

We want all children to achieve and to produce their very best and therefore we will ensure that the transition process runs smoothly in order for this to be achieved.

Aims

- To forge the best possible links between local nursery, primary and comprehensive schools.
- To make the transition between phases and each Key Stage as smooth as possible for the pupils in our care so that the pace and quality of learning are maintained.
- To ensure that children continue to make the very best progress.
- To maintain regular and annual meetings to discuss various liaison issues.
- To create a common policy for pupil transfer information between phases.

Role of the Governing Body	<ul style="list-style-type: none"> • The GB has: <ul style="list-style-type: none"> ▪ delegated powers and responsibilities to the Headteacher to ensure school personnel comply with this policy; ▪ responsibility for the effective implementation, monitoring and evaluation of this policy
Role of the Headteacher	<ul style="list-style-type: none"> • The Headteacher will: <ul style="list-style-type: none"> ▪ ensure school personnel comply with this policy; ▪ work with the coordinator to improve all aspects of this policy; ▪ monitor the effectiveness of this policy and report back to the GB regularly
Role of the Coordinator	<ul style="list-style-type: none"> • The coordinator will: <ul style="list-style-type: none"> ▪ lead the development of liaison and transition throughout the school; ▪ provide guidance and support to all staff; ▪ keep up to date with new developments and resources; ▪ review and monitor; ▪ annually report to the GB on the success and development of this policy
Role of School Personnel	<ul style="list-style-type: none"> • School personnel will: <ul style="list-style-type: none"> ▪ comply with this policy to ensure that all children make the very best progress; ▪ bring to the attention of the coordinator any concerns they have on any aspect of this policy; ▪ attend the end of year meeting for the 'hand over' of

	<p>pupil information and records;</p> <ul style="list-style-type: none"> ▪ attend meetings to moderate pupils work; ▪ be available during school time to discuss transitional issues with any concerned parent
Role of Parents	<ul style="list-style-type: none"> • Parents will be invited to attend: <ul style="list-style-type: none"> ▪ parent-teacher consultations
Liaison & Transition Meetings	<ul style="list-style-type: none"> • Termly liaison and transition meetings take place between all phases when a variety of issues are discussed and implemented.
Primary-Secondary Transition	<ul style="list-style-type: none"> • The transition from any primary school to the secondary sector is a very important period in any child's life. • It our intention to make this transition as smooth as possible by:- <ul style="list-style-type: none"> • arranging times for Y6 pupils to visit the secondary school and to work alongside their secondary colleagues; • encouraging continuity in curriculum, teaching styles and classroom organisation; • and encouraging the staff of the secondary school to visit to discuss pupil's progress
Moderation Meetings	<ul style="list-style-type: none"> • Y6 teachers of the feeder primaries meet with core subject teachers of the local comprehensive in order to moderate pupils work so that a common understanding of levels is formed.
Taster Days/Week	<ul style="list-style-type: none"> • Y6 pupils are invited to spend some time at the local comprehensive in order to give them a real 'taste' of comprehensive life.
Liaison Arrangements	<ul style="list-style-type: none"> ▪ Throughout the academic year sporting fixtures are organised with other schools.
Monitoring the Effectiveness of the Policy	<p>The effectiveness of this policy will be reviewed, or when the need arises, and the necessary recommendations for improvement will be made to the governors.</p>