





***St Martin’s School Approved by Governors – March 2023***

***Review Date – March 2026***

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| Responsibility:  | B Griffiths/ L Jolliffe |
| Review:  | September 2024 |

Under the **2022 Transition Regulations** transition plans must cover the following matters:

* proposals generally for managing and co-ordinating the transition of learners from the partner primary schools to the secondary school
* proposals generally for how continuity of learning will be achieved through curriculum design and planning for learning and teaching for learners in Year 6 transitioning to Year 7
* proposals for how each individual learner’s progression will be supported as they transition from primary school to secondary school
* proposals for how the learning needs and the well-being of each individual learner will be supported as they transition from primary school to secondary school
* proposals for reviewing and monitoring the impact of the transition plan in respect of how it has helped:
	+ achieve continuity of learning
	+ support individual learner progression

**St Martin’s School and Partner Primary Schools**

This transition plan represents a joint agreement between the following schools. The action plan has been formulated, consulted and agreed by the governing bodies of all our partner schools as:

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| **School**  | **Headteacher**  |
| St Martin’s School | Lee Jarvis  |
| The Twyn School | Lee Thomas  |
| Cwrt Rawlin | Tara Lloyd |
| Plasyfelin School  | Mark Jones  |
| St James Primary School | Nikki Dargie  |
| Rhydri Primary School  | Richard Cook |

**Review**

The plan will be under constant review but will be formally evaluated annually by the cluster Headteachers. As with the production of this plan, we will continue to seek the views of parents or carers, pupils, staff and governors to support our evaluation.

Review of the plan will involve:

* Monitoring progress made against key improvement areas identified in the plan
* How best to ensure regular opportunities to involve staff, parents / carers and pupils in feedback and planning

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| 1. Proposals generally for managing and co-ordinating the transition of learners from the feeder primary schools to the secondary school |
| Activities  | Success criteria  | When  | Cost/lead staff | Method of evaluation  |
| * Termly Cluster Headteacher meetings
* Collaboration meetings and visits across schools to include Literacy, Numeracy, DCF, New curriculum
* Open Evening including tour and taster sessions
* Assemblies in Primary Schools with Head of Learning and Transition Lead.
* Parental meeting to support with all aspects of transition e.g efsm applications, uniform grants, musical instrument lessons
* Sports Days held at St Martins
 | Continue to share practice, plan for effective transition. Develop understanding of different provisions Learners and their families are more familiar with school site.Learners will be able to meet key staff and ask questions | Termly TermlyAutumn term  | Cost: N/A Lead staff: LJO/BG | Meetings/ Minutes |
| * Year 6 transition days
* Visits to watch school production
* Cluster sports activities
* Cluster Christmas Concert
* Primary sports days at St Martin’s
 | Transition opportunities to ensure that pupils develop confidence in learning environment through transition Transition opportunities aligned to CFW | Summer termSpring / Summer Autumn Summer | Cost: Transition days – Buses and equipment paid by clusterLead staff: BG | Pupil questionnaires Staff feedback  |
| * Offer enhanced transition for vulnerable learners eg. Nurture visits, additional tours.
* Individual and small group visits
 | Enhanced support to ensure vulnerable learners become familiar with St Martin’s Reduction in the anxiety felt about about transition  | TT as per calendar | Lead staff: LJO/BG | Pupil and parent transition questionnaires Feedback from Primary staff and pupils, parents |
| * Parent/guardian coffee mornings
* Additional visits including Art workshops for vulnerable learners
* Liaison with Year 6 teachers/ parent or guardian as needed to support transition queries
 | Parents/ guardians satisfaction in understanding transition process  | Dates as per calendar | Lead staff: LJo | Pupil and parent transition Questionnaires Feedback from Primary staff and pupils, parents |

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| 2. Proposals generally for how continuity of learning will be achieved through curriculum design and planning for learning and teaching for learners in Year 6 transitioning to Year 7 |
| Activities  | Success criteria  | When  | Cost/lead staff | Method of evaluation  |
| * Continuing to develop a cluster approach to the Curriculum for Wales via:
	+ Cluster HT meetings
	+ Collaboration meetings and visits across
	+ schools
	+ Joint inset – Sept 2023
	+ Engagement of pupil voice groups in planning and reviewing curriculum eg cluster council, triad working with governors and Parent Forum, AOLE focus groups and Primary link schools
 | Agreement about development focus areas from cluster meetings Develop competency in schools against framework Shared understanding and coherence in pedagogical approaches Pupil input to planning and monitoring of curriculum  | Ongoing  | LJO and Primary HTs | Individual school consideration of progress Towards the new curriculum. Progress against timeline. First teaching for all year groups from primary to year 7 begins September 2022 Council minutes; pupil voice forum minutes; triad notes; AOLE focus group Outcomes |

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| 3. Proposals for how each individual learner’s progression will be supported as they transition from primary school to secondary school |
| Activities  | Success criteria  | When  | Cost/lead staff | Method of evaluation  |
| * Transfer of the following data sets (CTF File)
	+ NNT
	+ NRT
	+ Reading Age
* Progression Step for all AoLEs.
 | Document - AoLE Portfolio of Learner work at Progression Steps 2 and 3.Document - Moderation RecordAccurate Data | June 2023 | Faculty Leads/ Pri Deputy Heads Transition Lead/ Year 6 Teachers  | Standards Lead to QA Moderation Record.Analyse data sets on entry - cross school against moderation |
| * Visits
* Review of pupil work Learner voice
* Progression data
 | Visits and pupil voice Reflect joint pedagogical approaches Progression of Year 7 cohort monitored accurately  Curriculum planning reviewed Schemes of work evaluated  | July 2023 |  AOLE leads | Meetings to discuss data  |

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| 4. Proposals for how the learning needs and the well-being of each individual learner will be supported as they transition from primary school to secondary school |
| Activities  | Success criteria  | When  | Cost/lead staff | Method of evaluation  |
| * Tracking of literacy and numeracy
 | Transition progress monitored  | June 2023 | CD, FH, CM | Data comparison and intervention impact |
| * Monitoring of

 progression data | Progression data fit for purpose across subjects  | June 2023 | ML / BG | Meetings to review data / pupils |
| * Conversations with teachers in transition visits/ soft data shared
* Medical information shared
 | Wider pupil needs communicated With St Martin’s School so that transition can be well supported, and learning can be sustained | June 2023 | BG | Soft Data collection  |
| * Sharing good

practice and developing a common approach in the roll out of the new ALN code of practice * St Martin’s host termly ALNCO cluster meeting
 | Compliance with ALN code of practice New paperwork is in place for the relevant ALN status based on the deadlines from the consortium. Consistency across the cluster related to the ALN register and ensuring the criteria is adhered to. Regular discussion in cluster meetings to ensure we are compliant with the ALN code | July 23  | LJo | Interim targets set by LA and ALN meetings  |

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| * Further enhance Cluster More Able Talented support
 | MAT sessions on Literacy and Numeracy to be offered to learners identified by Primary School Support of MAT pupils | July 2023 | RJ, FH, CD  | Learner questionnaires Primary feedback Learner outcomes  |
| * Cluster LAC PDG bid
 | Securing funding Support of CLA learners | April 2023 | LJO | ∙ LAC PDG audit |
| * Year 7 settling in evening for parents
 | Parents have opportunity to meet relevant staff after Y7 induction Parents have opportunity to ask further questions following short transitions period  | Autumn term | BG form tutors  |  Parent Forum Feedback Year 7 parent feedbackParental attendance sheet to include tracking of vulnerable learners  |
| * Use of data, TIS, emotional as well as staff
* referrals to review and address pupil emotional health needs
 | Pupils with emotional health needs identified early and interventions have impact. | July 2024 | Lead staff: LJo, BG  additional wellbeing support staff allocated in structure to meet Demand | Review of intervention impact data  Pupil progress - assessment data, report, attendance, review of referrals, positive points etc |
| * Monitoring of FSM transition
 | FSM pupils are well supported with wellbeing and learning | July 2024 | LWe & MC |  Pupil progress ∙ Attendance Pupil voice Lesson visits, book checks |

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| 5. Proposals for reviewing and monitoring the impact of the transition plan in respect of how it has helped: * achieve continuity of learning
* support individual learner progression
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| Activities  | Success criteria | When  | Cost/lead staff | Method of evaluation  |
| * Learner and

parent/carer questionnaires | Positive data from learner and parents/carers questionnaires | April 2024 | BG | ∙ Questionnaires  |
| * Termly Headteacher

meetings | HTs evaluate transition plan progress throughout the year | July 2024 | LJO/Cluster HT | ∙ HT cluster meetings |
| * Collaboration

meetings and visits across schools | Relevant staff meet throughout the year to discuss and review aspects of transition plan  | July 2024 | BG/Cluster HT | ∙ Cluster staff meetings |
| * Formal evaluation of transition plan
 | Evaluation completed by July  | July 2024 | BG | ∙ Formal evaluation |