

# Berwick Middle School



## Year 4 to Year 5 Transition Process

### At Any Time

Home - School Communication.

You can:

Telephone your child's form teacher - we promise to get back to you promptly;

School Planners - you can write a note in your child's planner and we'll get back to you;



Email - send an email to the admin address marked for the attention of the teacher;

You can find more information and advice on our website.

### School Contact Information

Tel: 01289 306140

Email: [admin@berwick.northumberland.sch.uk](mailto:admin@berwick.northumberland.sch.uk)

Website: [www.berwickmiddleschool.org.uk](http://www.berwickmiddleschool.org.uk)



## Transition Process between Year 4 and Year 5

At Berwick Middle School, we recognise the fact that individual children respond differently to the transition process between First and Middle school. Some children see beginning a new school as an exciting adventure whereas others find it a major challenge. Even if they view it as being exciting, many children will still feel some loss over leaving their previous school and the relationships they established there.



Our aim is to make the transition process between First and Middle school as smooth and as easy as possible for our children, therefore minimising pupil anxiety. We want the children to quickly get into their stride, making swift progress and grow from the excellent start they have had in their first schools. We have worked together as a partnership of schools to develop a comprehensive transition programme which allows the children in Year Four to feel more secure about transfer to the Middle School. We employ a range of activities and strategies for our pupils including the following:

### October

- Open evening at Berwick Middle for Year 4 parents and their children, which includes a short presentation by the Head teacher and the Key Stage 2 leader and a chance to familiarise with the school site and meet the staff and pupils of the school being able to ask any questions that you may have. Parents will receive a copy of our school brochure.
- School brochure sent to First Schools

### May

- The Key Stage 2 leader visits each school to talk to Year 4 pupils about their 'Hopes & Fears' and to meet Year 4 teachers to discuss individual needs of pupils, classes etc.
- More vulnerable children (identified by First Schools) are invited to extra transition visits accompanied by our Learning Mentor.
- The pupils are invited to a transition day at the school in July and the parents to an informal open evening.

### June/July

The Year 4 pupils work on a transition Literacy text, either 'Danny Champion of the World' or 'The Midnight Fox.' This text will be continued into Year 5 when they arrive and the pupils will work in the same transition book to help continuity.

### July

Transfer Day - pupils spend the whole day at Berwick Middle School, they meet their new class mates and their new class teacher, spending a fun day getting to know each other and the school site. In the evening, parents have the chance to meet with their child's class teacher.

Some activities, such as a holiday postcard, are set for the summer to support transition.

### September/October

- Pupils are taken by teachers from lesson to lesson until they become familiar with the geography of the building.
- Y5 go to early lunch and extra staff are on duty to support familiarity with our school meals system.
- The pupils are taken to the buses and the main gate to ensure that they all get home safely.
- A meeting is held between Year 4 and Year 5 class teachers to discuss the transition process and how the pupils have settled.
- An early Year 5 parents evening to discuss how the children have settled into their new environment.

### Throughout the Transition Year

- Berwick Middle Newsletters sent out to Year 4 pupils in feeder schools.
- Various visits by first schools to the school to use the facilities and familiarise pupils with the school site - often sporting events.
- Half termly liaison meetings between First and Middle Staff to discuss progression across the Key Stage.
- Parents and pupils are welcome to visit the school at any time, should they either miss one of the planned events or feel that they would like another chance to see the school, meet staff and discuss any concerns that they have.

