

## **New Pupils Induction and Transition Arrangements for New Intake Pupils**

### **RATIONALE**

At Someries Junior School, we strive to ensure that all new pupils receive a warm, informed welcome, regardless of when they transfer to our roll or the circumstances from which they come.

We aim to:

- Find out as much as we can about each new pupil's strengths and needs before they start.
- Provide their family/carers with relevant and up to date information about our school.
- Begin to build a positive, mutually supportive relationship with each family from the start.

To this end, our school will:

- Arrange a visit for the child and their family to our school, so that they can have a tour of the building and meet relevant staff.
- Arrange a meeting for new parents/carers with the Head Teacher (or other designated member of staff) to discuss the child's interests and needs.
- When appropriate, arrange for our Family Worker to make a home visit.
- Give the family/carer a pack of information consisting of the following:  
Welcome pack forms  
Information pack including uniform policy, term dates, etc.  
Uniform and Stationery Order Form
- Where possible, we will endeavour to provide information in appropriate home language or in modified format.
- Request information regarding the pupil from the previous school to ascertain levels of attainment and progress as well as specific needs.
- Any required support for the new pupil for learning or social/emotional needs will be planned for and implemented according to resources available to us.

In addition to the above aims and actions, the transition transfer from Someries Infants School to Someries Junior School in September (each academic year) will include:

- Year 3 teachers to spend an afternoon with Year 2 teachers discussing children and their needs.
- Year 3 teaching assistants to visit the Year 2 children in their Infants classroom, to note interaction and to build relationships.
- Year 2 to spend whole morning plus lunch on transition day in Juniors.
- Year 2 pupils to attend singing assemblies during summer 2.
- Where appropriate, further transition meetings will take place between the staff of our school and of the previous school.
- There will be an informal opportunity for the parents of new intake children to meet with class teachers before the end of the summer term prior to starting.
- There will also be an opportunity for pupils to visit the school before the end of the July term prior to starting.



- There will be further visits and arrangements for transition for those pupils who require it (e.g. those with additional/special educational needs).
- Infant School staff and Junior School Family Workers will liaise where families have received support and guidance and decide on the best way that support can be continued (in some cases, this may mean Family Workers working across schools.)

In all cases, information will be gathered from as many sources as is necessary to provide the appropriate support for each pupil and to ensure that their needs are met.

In some instances, there may need to be changes/adaptations to the school building or premises to meet the needs of individual pupils. The school will liaise with Local Authority Advisors to make the necessary changes and adaptations.

*To be reviewed and ratified at the FGB Curriculum Committee – 10.07.18*

Review date: Summer 2020