

CATHKIN HIGH SCHOOL



Primary/Secondary Transition Policy



Context

Pupils normally transfer from primary to secondary school between the ages of 11½ and 12½, so that they will have the opportunity to complete at least 4 years of secondary education. Arrangements are made by primary schools to transfer children to the associated secondary school as determined by their home address. Parents/carers of P7 children will be informed of the transfer arrangements made for their child to attend secondary school by South Lanarkshire Council.

Normally children attend secondary school in their catchment area. However, there are times when a parent/carer may wish their children to go to another school. Parents/Carers who wish this would complete a 'Placing Request' in order to attend a school out with their catchment school. Placing requests are submitted to South Lanarkshire Council for approval.

Rationale

Cathkin High School work in partnership with their associated primary schools, Cairns, Cathkin, Hallside, Loch and West Coats. Mrs Lynn Blair, Depute Head Teacher, and Mrs Carla Connelly Principal Teacher of Pupil Support, work with staff from Cathkin High, primary schools, P7 learners and their families throughout P7 to ensure that learners' strengths and needs are known and supported in order to ensure successful transition from primary to secondary. It is our priority to ensure P7 and their families are supported, well informed and confident about high school. Where possible and at appropriate times, we work with non-associated primaries and families once Placing Requests have been agreed in order to offer the same supports as those we offer to our associated primaries.

Joint Assessment Team (JAT)

In November a JAT meeting takes place in partnership with P7 staff, primary senior leaders and Cathkin High staff as follows;

- Lynn Blair, Depute Head for Transition
- Carla Connelly, Principal Teacher of Pupil Support
- Angela McCrorie, Depute Head Support and Partners
- Lorna Jensen, Depute Head Inclusion and Equity
- Ruth Douglas, Principal Teacher Support for Learning
- P7 class teacher/senior leader as appropriate

This provides an opportunity to share information and ensures that we know the needs of our most vulnerable learners and can plan for Enhanced Transition activities and supports as appropriate. It also ensure that we have information to plan for learning and wellbeing for P7 before they enter S1.



Enhanced Transition

Bespoke Enhanced Transition activities take place throughout the remainder of the year for P7 learners and their families who are identified at JAT as needing additional support with transition. Activities are carefully considered to meet the needs of learners and their families and are a combination of one to one and group activities as follows;

- 1:1 visits to Cathkin High out with the school day and during the school day
- 1:1 familiarisation of the building and meeting staff visits
- 1:1 pen passports and 'getting to know you activities'
- Group activities in subject areas
- Group team building activities and information sharing
- Visits/correspondence with Support for Learning
- Talking Partners

Where possible, we identify the house that each child will be placed in and the Pupil Support Teacher and Deputy Head carry out any 1:1 activities and engagement, thus supporting building partnerships with families that will continue right through each learner's time at Cathkin High School.

Getting it right for every child (GIRFEC)

Getting it right for every child (GIRFEC) provides Scotland with a consistent framework and shared language for promoting, supporting, and safeguarding the wellbeing of children and young people. Cathkin High School is committed to providing all children, young people and their families with the right support at the right time throughout the transition to high school.

Our ambition is to work together with children, young people, families, partner agencies and our school community, to build the scaffold of support children and young people need to grow up loved, safe and respected.

Primary 7 Profiles

An extensive range of information is gathered about each learner via the P7 transition Profile as follows;

- Family/sibling information
- Attendance/timekeeping
- Wellbeing overview (using the wellbeing indicators)
- External Agency involvement
- Curricular progress overview
- Relationships with peers and staff
- Friendship groups
- Literacy and Numeracy levels
- Barriers to learning
- Successful learning/intervention strategies

Primary 7 profiles are shared with Cathkin High Staff to ensure that learning needs are met from the outset of S1.



Destination Cathkin High

Destination Cathkin High is the name given to the transition programme in its entirety. A variety of Destination Cathkin High School Transition events take place throughout the year;

- P7 Mini Sports Festival
- Video messages from S6
- 4 assemblies throughout the year
- Christmas Card from S1
- 8 information videos from Pupil Support, Faculty Heads and the Transition Team
- Virtual Tour of Cathkin High
- Parent/Carer Newsletter
- Live question & answer sessions with P7 and Cathkin High staff
- 2 Cathkin High staff visits to P7 classes
- 2 day transition visits in the summer term
- Parent/Carer Information Evenings/presentation September and June
- Bespoke Enhanced Transition as appropriate
- Transition Google Classroom to share information

Additional Support Needs Base Transition (ASN)

Primary 6 aged learners who need to be considered for an ASN placement for secondary are put forward by primary schools to South Lanarkshire Council's Secondary Allocations Forum. The list of learners who are allocated a place at Cathkin High School's ASN Base is shared by the South Lanarkshire Council Inclusion team with the Head Teacher and DHT ASN in October prior to learners starting in August the following year. The transition programme for ASN Base learners then starts.

Transition activities for learners attending the ASN Base mirror those offered to mainstream learners but are adapted by the DHT ASN to meet the needs of learners. All learners receive an enhanced transition. In addition, a more bespoke programme of activities run in the summer term, co-ordinated by the Principal Teacher for the ASN Base. Learners are also offered sessions at Cathkin High School over the summer holidays with the Pathfinders team.

S1 Class Structure

Utilising the information shared at JAT, dialogue with primary staff and the transition profiles, S1 classes are carefully constructed to ensure needs are being met that will lead to successful learning in S1 and beyond.