

Gwernnyfed Cluster

Transition Agreement

2019 - 2022



Clyro Church in Wales
Primary School



Gwernyfed Cluster Schools Transition Agreement - 2019 – 2022

This Transition Agreement was first published on 31st May 2007 and revised on 8th June 2010, 17th May 2013, 8th November 2016 and 15th October 2019. It is an agreement between Gwernyfed High School and each of its 'Feeder Primary Schools' listed below.

Archdeacon Griffiths Church in Wales Primary School

Clyro Church in Wales Primary School

Hay County Primary School

Llangors Church in Wales Primary School

Ysgol y Mynydd Du Primary School

School details see (Appendix 1)

Purpose

Its purpose is to ensure continuity and progression for pupils. To achieve this we, working in partnership, have commonly agreed aims:

- *To promote the continuity of education and effective transfer of pupils between the key stages*
- *To promote and support cross phase work / to encourage discussion between key stages and thus inform decision making and policy development*
- *To facilitate greater staff awareness of the other phase, especially its practice and methodology as well as the pupil experience*
- *To prepare Key Stage 2 pupils for the transfer experience enabling them to continue to make good progress at Y7 and through KS3*
- *To identify and target More Able and Talented pupils*
- *To identify and target specific support at those pupils considered to be vulnerable*
- *To ensure proper availability and use of pupil transfer data*
- *To ensure parents/carers/families are fully informed of the transfer process*
- *To share expertise and resources*
- *To realise the full benefits of common INSET*
- *To develop a common strategy to convey the importance of education to all sectors of our community.*

The implementation of the above aims fundamentally relies upon a common educational philosophy in which no one partner is any more or less important than another and has been established in consultation between representatives of Gwernyfed High School and of the feeder Primary Schools.

Time frame

The 'Plan' summarises aims and priorities agreed by partner schools for the period September 2019 to July 2022.

The first cohort of pupils to whom this plan applies will transfer to High School in September 2020.

All governing bodies signatory to 'The Plan' and Powys LA will ensure its availability for inspection by interested parties.

The progress made and steps to be considered will be reviewed and agreed annually by partner schools with the review to be completed by 30th September each year.

Production and Review

The production and review of this plan will include the views of parents, carers and pupils on the approach taken. We will also work in partnership with colleagues in the local authority.

The plan addresses the action that will be taken against the core requirements set out in guidance provided by the Welsh Government:

In addition the plan sets out how we shall work together to ensure that there are effective arrangements for transition in the following areas:

1. Managing and Coordinating Transition

Steering Group

Head teachers or Nominees from partner schools will form the Steering Group, they will meet regularly to review progress, identify any issues to be addressed and, agree appropriate action and set dates for events. This is completed as part of half termly cluster meetings.

Annual Review

The Steering Group will undertake an annual review of this plan towards the end of the school year, consider the progress made and agree priorities for the following year including roles and responsibilities. Recommendations following from the review will be considered and agreed by the governing bodies of the partner schools by the end of September in the following term.

The Steering Group will direct the work of the Transition Committee who will be responsible for direct contact and practical arrangements between the primary schools and the High School.

Transition Committee

will comprise:-

- Gwernyfed High School Progress Leader.
- Year 6 teachers from the Primary Schools.
- ALN COs will join the committee as required to discuss additional learning needs issues

Transition Co-ordinator

Overall responsibility will rest with the Transition coordinators; Progress Leader, Transition Coordinator Gwernyfed and the Cluster chair.

The Transition Coordinators will support the work of the steering group and, in particular, advise on:

- monitoring progress made against identified areas for improvement.
- how best to ensure that there are regular opportunities to involve parents/carers and pupils in feedback and planning.
- ensure that there are effective links with work being led by the local authority.
- advise on any action to meet the requirements set out in the Welsh Government's guidance with regard to review and publication of the Transition Plan.

2. Joint Curriculum Planning

Within a priority based timetable for subjects within the New Curriculum for Wales, all schools will discuss, review and revise schemes of work to avoid repetition, to ensure progression in content and challenge and to maintain continuity in teaching and learning strategies.

Responsibility:-

- Primary Headteacher and Yr.6 teachers and subject leaders
- Gwernyfed High School Progress Leader and Subject Coordinators

Where appropriate INSET opportunities arise for potential joint working, initiated from either phase, then invitations will be given to teachers from the other school to co-operate in and benefit from that INSET e.g. ...

- PLCs/Grant monies
- Use of 'Teach Meets', Conferences and 'task and finish' groups.
- Delivery of the LNF/DCF and support schools to be 'Curriculum for Wales' ready
- Administrative responsibility for inclusion sits with the writer of any bid.

3. Achieving Continuity in Teaching and Learning Methods

Set within our agreed priority areas above, our schools will co-operate in enabling teachers from each phase to observe teaching of the specific focus subject in the other school.

Year six and seven teaching of those subject areas will, build upon recognised aspects of good practice to ensure smooth transition and continuity of progression.

Teachers will work together so that assessment processes are understood and so that the outcomes of assessments are consistent within the feeder school group.

Opportunities will be taken to ensure that teachers from both phases moderate standards of pupils' work together in line with expected Welsh Government/ERW/Powys LA requirements.

4. Achieving Consistency in Assessment, Monitoring and Tracking Pupils' Progress Against Prior Attainment.

The cluster will participate fully in the statutory Welsh Government/ERW/Powys LA moderation process.

Assessment information for core subject areas will be exchanged between all establishments to inform teachers and to help ensure the appropriate teaching and learning strategies for pupils. This information will either be on Teacher Centre school transfer data or be in the form of a spreadsheet; it will include:

- Year five pupil numbers
- Year five pupils with SEN and EBD needs
- End of Year TA results for Core subjects
- Welsh National Tests
- CATs Standardised Scores
- National Reading and Numeracy Tests
- NFER Single Word Spelling test SS

In addition on an agreed format:

- ALN assessment documentation
- One page profiles

5. Evaluation of impact of the plan

The Steering Group will:

- Draft any Cluster Action Plan with clearly defined measurable outcomes.
- Evaluate the impact of each action against the clearly defined outcomes of the plan at the end of each academic year.

Evaluation processes will involve judgements about the social and the academic progress of pupils.

6. Pastoral links to meet pupils' personal and social needs;

Autumn Term

Information regarding arrangements for transition from primary to high schools, received by the primary schools from Powys LA, will be distributed to all parents/guardians of relevant pupils. Parents are asked to complete application forms online. Number of pupil returns to be communicated to the High School by the end of the first half term.

Gwernyfed Progress Leader will visit all Year Six pupils to deliver the High School prospectus and Year 6 pupils will attend a Shadow Day in the first half of the term.

Spring Term

Progress Leader to visit Year 6 pupils to discuss transition process. ALN Co to visit to discuss pupil levels, needs etc. Year six shadow day events to be reviewed at the first Cluster Heads meeting of the following spring term.

Summer Term

Gwernyfed High School Progress Leader will meet with Primary Headteachers.

All dates for Transition visits and parents'/guardians' meeting will be agreed between the schools two terms prior to the event. These days will include:

- Year 5 Day in the Summer Term
- Shadow Day and New Intake evenings
- Transition event days and transition parents' evening

The transition coordinator will distribute information regarding these events to parents via the Primary Schools a fortnight prior to the event.

Two Transition Days' for all Year Six pupils

7. Sharing information about pupils' achievement and attainment;

Gwernyfed High Progress Leader and ALN Co-ordinators will visit Primary Headteachers to exchange information about forthcoming pupils and deliver an activity for Year Six to complete through the web using www.gwernyfed-hs.powys.sch.uk. Gwernyfed's virtual learning environment (moodle) where the pupils can access transition activities.

Received information will include:

- Details for friendship groups
- Learning styles for individuals
- Sporting/ musical prowess
- More Able and Talented information

8. Communicating the learning needs of individual pupils.

Relevant comments relating to Child Protection, Health and Welfare Issues

Gwernyfed High School Progress Leader to meet with School Nurse and Community Police Officer.

Gwernyfed High School ALN coordinator to attend all Year Five and Six statement reviews.

It is confirmed that a copy of the Transition Plan has been passed to Powys Local Authority as required by the Welsh Government’s guidance.

Copies are also available on request at each of the partner schools, or on the School Websites.

Signed by chair of governors on behalf of the governing body:.....

Date approved:

Date of review: September 2022.

This Transition Plan is signed on behalf of the governing body of the partner schools;

Archdeacon Griffiths Church in Wales Primary School

Name:

Signature:

Date:

Clyro Church in Wales Primary School

Name:

Signature:

Date:

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Name:

Signature:

Date:

Llangors Church in Wales Primary School

Name:

Signature:

Date:

Ysgol y Mynydd Du Primary School,

Name:

Signature:

Date:

Gwernyfed High School

Name:

Signature:

Date:

SCHOOL	HEADTEACHER	YEAR 6 TEACHER	ALENCo	APPOINTED GOVERNOR
Archdeacon Church in Wales Griffiths Primary School	Miss Louise Simms	Miss Louise Simms	Mrs Sandra Dunster	Rev. Ian Charlesworth
Clyro Church in Wales Primary School	Mrs Sarah Groves	Miss Rosie Long	Miss Rosie Long	Mrs. Mari Fforde
Hay County Primary School	Mrs Alexine Bartholome	Mr James Griffiths	Mrs Menna Wright/	Rev. Gordon Bingham
Llangors Church in Wales Primary School	Mrs Lynne Jones			
Ysgol y Mynydd Du Primary School	Ms Sam Toone			Mrs. Bev Matthews
Gwernyfed High School	Mr John Williams	Mr Richard Thomas	Mrs. Sian Jenkins	Mr Michael Rafferty

***Transition Timetable
Appendix 2***

Activity	Purpose	Coordinator	Start Date
Information and application forms for High School places, received by the primary schools from Powys LEA,	Advance notification of pupil numbers and transport needs	Primary Heads and LA	September
Number of pupil returns to be communicated to the High	Advance notification of pupil numbers and transport needs	Primary Heads	October
Year six transition events will be reviewed at the first Cluster Heads	To evaluate success of current events and identify areas for further development	Primary Heads and High School	November
Gwernyfed Progress Leader will visit all Year Six pupils to deliver the High School prospectus	Introduction of staff to pupils. To become a 'familiar face'.	Gwernyfed Progress Leader	Autumn term
High School Shadow day	Children to have a guided tour. To become familiar with layout of the High School	Progress Leader	September / October
High School Open Evening	To share with parents the philosophies and procedures of the school.	Progress Leader	September/ October
Year six Shadow day events to be reviewed at the first Cluster Heads meeting of the following spring term	To evaluate effectiveness of activity	Progress Leader and Pupils	September / October
Gwernyfed High Progress Leader and ALN Coordinators will visit Primary Heads to exchange information about forthcoming pupils and deliver an activity for Year Six to complete through the web using www.gwernyfed-hs.powys.sch.uk .	Received information will include: Details for friendship groups Learning styles for individuals Sporting/ musical prowess Relevant comments relating to Child Protection, Health and	ALN and Progress Leader	Spring Term
Gwernyfed High School Progress Leader to meet with School Nurse Gwernyfed High School ALN coordinator to attend all Year Six statement reviews.	To receive information relating to pupils additional needs.	School Nurse and Progress Leader	Spring Term
Gwernyfed High School Progress Leader will meet with Primary Heads.	All dates for Transition visits and parents'/guardians' meeting will be agreed between the schools two terms prior to the event. These days will include: Shadow Day and New Intake evenings Transition event days and	Primary Heads and High School	Spring Term
Two Transition Days' for all Year Six pupils	House keeping process and to introduce pupils to High School routines	Pupils and Gwernyfed High	Summer Term

One Transition Day for all Year Five Pupils	Begin process of integration	Progress Leader	Summer Term
Joint Curriculum Planning	Review and revise schemes of work to avoid repetition, to ensure progression in content and challenge and to maintain continuity in teaching and learning strategies.	Primary Headteachers and Y6 teachers and subject leaders Gwernyfed High School Progress Leader	