

Welcome to Katharine Lady Berkeley's School

Most children are excited, and a little nervous, about the transition to secondary school. A small number of children will be very anxious about the move. Primary school staff sometimes suggest that a parent or carer contacts KLB to discuss an individual's transition. If you have concerns about your child's move to secondary school, please read this document and then get in touch.



Before September, KLB will

- Send a member of **KLB staff to visit** each primary school to talk to Y6 staff
- Ensure the **KLB transition team** (including pastoral staff, the SENCO, the medical and the attendance officer) meet to share information
- Arrange **Care Plans** where appropriate
- Offer a **Year 6 Induction Day** for primary schools
- Offer **additional visits** for an individual, or small group, accompanied by primary school staff or a parent
- Post an **early Y7 timetable**, where it is necessary, to reduce anxiety and the effects of poor organisation on the first day
- Form **tutor groups and teaching sets** for September
- Post a **school map**, where appropriate, to help a pupil learn the layout of the school
- Create a **visual timetable** / picture-based timetable, on request, for those with reading difficulties
- Host an **information evening** in the summer term of Y6 where the Head teacher, Mr Harris, and the Head of Year 7, will describe the process of transition to parents

Before September, adults at home could

- **Read the transition pack** given out at the information evening
- **Complete the Pen Portrait**, which can be found on the Parents > Transition menu of the school website, for pupils who may find the transition particularly difficult
- **Contact the Head of Year and / or the school SENCO** to discuss barriers to transition or arrange a meeting
- **Organise a storage book box or shelf** where the pupil's books can be kept in a single place. Sticking the timetable to the lid of the box, or on the wall, may help pupils to pack their bag each day and store their books in a safe place
- **Organise a work space** for the young person to use at home
- **Encourage habits that support effective study** over the summer: reading and numeracy, discussion and social skills, problem solving and planning skills, independence, organisation, and physical activity

