



Builth Wells Cluster
Transition Agreement
2007 – 2010

Builth Wells Cluster Schools Transition Agreement. 2007 – 2010

This Transition Agreement is an agreement between Builth Wells High School and each of its 'Feeder Primary Schools' listed below.

School Name	Headteacher	Telephone No.	e-mail address
Builth Wells	Mr Towns	01982 553600	office@builth.powys.sch.uk
Llanelwedd	Mr K Topley	01982 552616	office@llanelwedd.powys.sch.uk
Newbridge-on-Wye	Mrs H Nixon	01597 860273	office@newbridge.powys.sch.uk
Trefonnen Welsh Stream	Mr D Underhill	01597 822190	office@trefonnen.powys.sch.uk
Franksbridge	Mr N Tuffnell	01982 570275	office@franksbridge.powys.sch.uk
Irfon Valley	Mr G Cornelius	01591 620281	office@irfon.powys.sch.uk
Rhayader Welsh Stream	Mr M Hulin- Taylor (A)	01597 810288	office@rhayader.powys.sch.uk
Ysgol Dolafon	Mrs G Lloyd	01591 610326	office@dolafon.powys.sch.uk
Ysgol-y-Bannau	Mr M Hughes	01874 622207	office@bannau.powys.sch.uk

Purpose

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

- To promote bilingualism;
- 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 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 and
- 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 Builth Wells High School and of the Feeder Primary Schools.

Time frame

The 'Plan' summarises aims and priorities agreed by partner schools for the period September 2007 to July 2011 and provides detail on the work to be addressed in 2007-09

The first cohort of pupils to whom this plan applies will transfer to High School in September 2008

All governing bodies signatory to 'The Plan' and Powys County Council 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 first review to be completed by 30 September 2009

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 education authority.

The plan addresses the action that will be taken against the core requirements set out in guidance provided by the Welsh Assembly 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 once a term to review progress, identify any issues to be addressed and, agree appropriate action and set dates for events.

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:-

- Bulth Wells High School Transition Team (HW,KW,SM,MK,PW and CR);
- Year 6 teachers from the Primary Schools and
- SENCOs / ALN co-ordinators or representatives will join the committee as required to discuss special needs issues

Transition Co-ordinator

Overall responsibility will rest with the Transition Coordinators Miss Hayley Williams, Transition Coordinator Bulth Wells High School and Primary Cluster chair Mr Eurig Towns

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 and
- advise on any action to meet the requirements set out in the Assembly Government's guidance with regard to review and publication of the Transition Plan.

2. Joint Curriculum Planning

Within a priority based timetable for subjects 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 Y6 teachers and subject leaders and
- Builth Wells High School Deputy Headteacher, and Transition Team

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. ...

- Basic Skills Agency Projects;
- Welsh Medium/ Bilingual Education:
- BSF I D cluster development projects;
- GTCW cluster projects and
- Administrative responsibility for inclusion sits with writer of 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 Assembly requirements.

Levelling of work in the foundation subjects will be carried out for Year Six pupils using the agreed standards with appropriate moderation arrangements so that teachers in Year Seven have prior information about standards as well as increasing information on content and skills development in subjects.

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

Annual twilight or half day moderation of one core and one foundation subject per year.
Moderation of work in relation to Level descriptors

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

- Year five pupil numbers;
- Year five pupils with SEN/ ALN and EBD needs;
- TA levelling predictions for Core subjects based on agreed skills ladders ;
- CATs Standardised Scores;
- Literacy: Pupil abilities in Reading, Writing and Oracy / All Wales Reading Standardised Scores;
- Numeracy: Pupil abilities in Number, Measures and Money, Shape, Position and Movement, Handling Data and Mental Arithmetic;
- NFER Single Word Spelling test SS

In addition on an agreed format:

- SEN assessment documentation

5. Evaluation of impact of the plan

The Steering Group will:

- Draft the 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.
- Evaluate outcomes of group and individual social / behavioural developments for each cohort until the end of Key Stage 3.

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 and application forms for High School places, received by the primary schools from Powys LEA, will be distributed to all parents / guardians of relevant pupils. Parents will be encouraged to complete application forms and return them to the primary schools by the end of September. Number of pupil returns to be communicated to the High School by the end of the first half term.

Member(s) of the Transition Team of Builth Wells High School will visit all Year Six pupils to deliver the High School prospectus.

Spring Term

Year six Shadow day events to be reviewed at the first Cluster Heads meeting of the following spring term.

Summer Term

Member(s) of the Transition Team of Builth Wells High School will meet with Primary Heads.

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

- 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.

Form tutors to visit Year six pupils for a discussion regarding school life and the forthcoming Transition Days.

Five, or more, Transition Days for all Year Six pupils

7. Sharing information about pupils' achievement and attainment

Member(s) of the Transition Team of Builth Wells High School and SEN 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.builth-hs.powys.sch.uk. Builth Wells High School's virtual learning environment (moodle) where the pupils can access transition activities.

Received information will include:

- Details for friendship groups;
- Learning styles for individuals and
- Sporting/ musical/ other prowess

8. Communicating the learning needs of individual pupils.

Relevant comments relating to Child Protection, Health and Welfare Issues

Builth Wells High School Head of Year 7 to meet with School Nurse

Builth Wells High School SEN coordinator to attend all Year Six statement reviews.

This Transition Plan is signed on behalf of the governing body of the partner school,

(List of Primaries): , by the following:

Name

Signature

Date

It is confirmed that a copy of the Transition Plan has been passed to Powys County Council as required by the Welsh Assembly Government's guidance.

Copies are also available on request at each of the partner schools.