

## Appendix B

### Transition arrangements

Year	Transition support for all pupils	Additional transition support for pupils with SEN	Individual transition support for pupils with complex / specific needs.
<p><b>Pre-admission (Year 6 into 7)</b></p>	<ul style="list-style-type: none"> <li>• (If local) Open Evenings and Open Days and also tours are offered to prospective students and parents. SENCO present at these.</li> <li>• Visit by SLT and/or SENCo to primaries to collect data; and visit by Head of Year and/or Head of KS3 to speak individually to all students.</li> <li>• Separate visits made to collect relevant Child Protection information.</li> <li>• Transition booklets given to students for completion.</li> <li>• Transition Day for all new pupils with a parents' meeting in the evening.</li> <li>• An additional day for students coming alone or from out of area.</li> <li>• Meetings with parents.</li> <li>• Parental and Student guide books.</li> <li>• Early in autumn term a parents' evening is calendared to check transition is going smoothly.</li> </ul>	<ul style="list-style-type: none"> <li>• Additional visits made by SENDCO to primaries or visits made by SEND team to gather additional information and met with students as appropriate.</li> <li>• Additional meetings with parents, and other agencies as required. Advice taken from other agencies if needed.</li> <li>• SENDCO attends Annual Review in Year 6 where possible.</li> <li>• Extra visits made by parents and students to St James as necessary.</li> <li>• Additional transition booklets and activities made available if necessary.</li> </ul>	<ul style="list-style-type: none"> <li>• Additional visits made as required to primaries or to St James or both.</li> <li>• Attendance at meetings around the child and additional meetings with parents and other agencies as required.</li> <li>• Planning meetings pre-transition and early on after transition as required.</li> <li>• Additional staff training undertaken if necessary.</li> </ul>
<p><b>Year to Year transition</b></p>	<ul style="list-style-type: none"> <li>• Support given through assemblies and tutor time</li> <li>• PSHE lessons</li> <li>• Parents Evenings, Head of Learning and support staff support offered</li> <li>• Year 8 Options' booklets and Careers' Evening</li> <li>• SLT interviews with students making Options Choices.</li> <li>• SLT interviews with Year 10 and 11 students</li> </ul>	<ul style="list-style-type: none"> <li>• Support from SENDCO or SEND Team as required or requested</li> <li>• Additional meetings held with parents, especially if a change of pathway is being considered.</li> <li>• Interim and Annual Review meetings consider year-to-year transition and support.</li> <li>• Students moving to St James on a Managed Move basis are supported through meetings with student, parents, other agencies as required, and previous</li> </ul>	<ul style="list-style-type: none"> <li>• Support from SENDCO as required or requested.</li> <li>• Some students may change pathway and so have additional meetings.</li> <li>• Additional support may be offered by a TA or other keyworker.</li> <li>• Support given to take up alternative provision, if this is offered, including visiting new provision and staff.</li> </ul>

		school. Regular review meetings are held, with clear success criteria.	<ul style="list-style-type: none"> <li>• Home/School book may be used and strong email contact maintained with home.</li> <li>• Students may get additional tutor time support.</li> </ul>
<b>Transition from school to Post-16 provision</b>	<ul style="list-style-type: none"> <li>• Students are given advice and support through assemblies and tutorials</li> <li>• Work experience</li> <li>• Visits to Exeter College, Bicton and other providers as necessary</li> <li>• Interviews/support session with Exeter College in school</li> <li>• Assertive mentoring</li> <li>• SLT meetings with parents</li> <li>• Support with completing applications</li> <li>• St James staff liaise with Post-16 providers so information is shared.</li> </ul>	<ul style="list-style-type: none"> <li>• Additional liaison with Post-16 providers and additional support offered by Kelly Avery.</li> <li>• Additional visits available.</li> <li>• Additional careers and application supported offered through the curriculum.</li> <li>• Some students supported through 1-2-1 Mentors.</li> <li>• Additional work experience offered to some.</li> <li>• Some students have supported work experience placements</li> <li>• Additional transition booklets and activities may be completed.</li> </ul>	<ul style="list-style-type: none"> <li>• Careers South West support if students on an EHC Plan.</li> <li>• Transition Plan reviewed and updated.</li> <li>• Personalised timetable may support transition e.g. 1-2-1 Mentors or additional work experience.</li> <li>• Additional Open Evenings for students with SEND when available.</li> <li>• Additional support given by Kelly Avery and SENDCo.</li> <li>• Taster days and supported transition from Bicton and Exeter College.</li> <li>• Advice taken from other agencies as appropriate.</li> </ul>