



IRAMOO PRIMARY SCHOOL No. 5152

TRANSITION

YEAR 6 TO SECONDARY COLLEGE POLICY

Rationale:

The move from primary to secondary school is a major milestone for children. It's a time of big changes in their development, education and life. Students commencing secondary school are required to cope with a very different environment. It is our responsibility to ensure that all year six students receive the best possible start to their secondary college education and that transition is a seamless and enjoyable process for all students.

Aims:

- To help students adjust, primary and secondary schools work together to ease students through the transition period.
- To provide Year 6 students with a basic understanding of secondary college through participation in a variety of relevant transition activities.
- To enable Year 6 students to develop confidence both academically and socially with their new learning environment.
- To communicate with parents/carers about all matters related to Year 6-7 transition.
- To secure secondary college placements for all year 6 students at Iramoo Primary School.
- To maintain close communication with secondary colleges regarding all matters related to Year 6-7 transition.

Implementation:

During Term 1:

- Distribute information provided by secondary colleges on request, i.e. open days, information evenings, select entry testing days, etc.
- Distribute Year 6-7 Transition pack to parents/carers of year 6 students.
- Address parent queries and requests for further information.
- Liaise with local secondary colleges to arrange:
 - Information visits out to Iramoo Primary School.
 - 'A day in the Life of a Secondary College Student' visits.

During Term 2:

- Follow-up and submit all Year 6-7 Transition Forms to secondary colleges.
- Confirm placement of students with secondary colleges.
- Liaise with secondary colleges regarding new enrolments, transfers out and those wanting to change their preferences.

During Term 3:

- Parent/carers are notified in writing of the secondary college their child has been accepted into.
- Parents/carers may lodge an appeal with the secondary college and/or Regional Director.
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- Secondary colleges communicate directly with parents/carers regarding enrolment procedures, orientation days, uniforms, booklists, costs, etc.
- Summary of Placement Confirmation Form is completed.
- Student Data Template details are completed using CASES 21.

During Term 4:

- Student Data Template is finalised and forwarded to the relevant secondary colleges.
- Secondary colleges arrange visits with Year 6 students, providing further information and giving students an opportunity to ask questions and clarify concerns.
- Secondary college transition coordinators to meet with Year 6 teachers to discuss students' needs.
- Students attend an orientation day at their secondary college (early December).
Year 6 teachers assist with Prep orientation day and visit Year 6 students at secondary colleges in the afternoon.
- Year 6 teachers complete scholarship applications for secondary colleges.
- Secondary college principals are invited to the Grade 6 Farewell Evening.

Evaluation:

- This policy will be reviewed as part of the school's three-year review cycle.