

TRANSITION POLICY

PURPOSE:

- To provide clear and explicit guidelines for students' transition between our school and other educational settings

GOALS:

- To provide a smooth, efficient and supportive transition process into, within and beyond our school
- To ensure that the transition process promotes confidence and a positive attitude in all students

IMPLEMENTATION:

- Our College will appoint a Transition Team to coordinate the transition program across and within Derrimut Heath and Tarneit P – 9.
- At the conclusion of the enrolment period, we will communicate with each feeder kindergarten/school and inform them of the names of students who have enrolled at our College
- Information will be sought about each child from the kindergartens/schools, and meetings will be organised with parents of children with special needs to discuss programs and resource requirements
- A transition program will be organised with each kindergarten/school during Term 4, which allows each child (and their parents) the opportunity to attend transition sessions on designated occasions during the term.
- Transition sessions will consist of familiarisation tours of the campuses and participation in activities in classrooms
- As part of the Transition program, parents will have the opportunity to participate in Parent Training days that will support them in assisting their own children in Literacy, Numeracy and social development. These parents are also able to participate in classrooms as Parent Helpers.
- An information evening will be provided so that parents can be informed about the school's programs, procedures and facilities
- All parents of new students will receive detailed information packages about the school
- Prep students may have reduced hours during their transition phase

Transition Policy Cont'd.....

- Students in Year 6 will be encouraged to attend the Statewide Orientation Day in Term 4

All students will participate in a transition survey during Term 2.

Years 5 – 9: Attitudes to School Survey

Years P – 4: School Based Transition Survey

- In the first month of the school year all parents will be invited to attend a meeting to share personal information about their child with their child's teacher. E.g. medical, social/emotional, expectations
- An event to celebrate significant milestones and achievements will be organised in December for Year 6 and Year 9 students.

EVALUATION:

- This policy will be evaluated every two years as part of the cyclic process of policy review.