

SECONDARY INDUCTION CALENDAR

August/September – DHT/PT ASfL and Cluster Headteachers attend Cluster Meeting

Purpose

- Primary Headteachers to identify pupils with IEPs/Child's Plans who require enhanced transition (pupils with additional support for learning needs including emotional/social/behaviour) and supported transition (building confidence)
- Spreadsheet to be completed by Primary Headteachers sharing transition information and sent to A Cook by end of September
- Primary Headteachers to invite Secondary staff to attend any Child's or Transition Planning/IEP Meetings

September – Visit by Pupil Support Staff

Purpose

- Meet P7 Pupils
- Introduction to Pupil Support Powerpoint

October – Visit by PT Additional Support Needs

Purpose

- Observe pupils who have been identified as having additional support needs in class and discuss support strategies with P7 teacher

October – Visits by Headteacher and S1 Pupils

Purpose

- Meet p7 Pupils
- Answer questions that arise from Pupil Support Visit

November – P7 Parents' Evening at CDHS

Purpose

- Inform parents about transition work and how we gather information on pupils
- Tour of school with Junior Leaders to see displays of pupils' work and find out what is involved in S1 courses

January – Visit by member of SMT and Pupil Support Team

Purpose

- Meet p7 pupils
- Show powerpoint presentation
- Discuss High School and any general issues which arise
- Support PTs will liaise with Primary staff on specific learning difficulties and behaviour concerns and complete p7 profiles with as much detail as possible.

February

DHT sends out P7 profiles for pupils coming out with catchment area.

February/March – Visits by SMT and S1 Pupils

Purpose

- ‘Gateway’ meetings to meet with parents of p7 pupils
- Issue the school handbook

May – P7 Health & Wellbeing Day

May – DHT, PT Pupil Support and PT Additional Support for Learning

- Make up S1 register and practical classes using P7 profiles

May – Visit by staff from Pupil and Learning Support

Purpose

- Prepare pupils for induction days
- Class lists made up and primaries informed of S1 classes
- Issue ‘Movin’ on Up’ booklet

June - Visit by Primary Pupils to CDHS

Purpose

- Induction days: Teambuilding Activities and pupils follow normal timetable