



Transfer and Liaison Policy



***Northumberland
County Council***

Presented to Governors May 2017. Ratified Summer Term 2017

Tritlington C of E Aided First School

Ethos

Reflecting the Trust Deed, the school will preserve and develop its religious character in accordance with the principles of the Church of England and in partnership with the Church at parish and diocesan level.

The school will aim to serve its community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of faith and promotes Christian values through the experience it offers all pupils.

These values include love, caring, sharing, forgiveness, tolerance, perseverance and goodwill to all people.

We aim to ensure everyone reaches their full potential by providing an education that stretches the mind, strengthens the body, enriches the imagination, nourishes the spirit, encourages the will to do good and opens the heart to others

Transfer and Liaison Policy

Rationale

At times of transfer we aim to make the transition as easy as possible for the child; record keeping and informal communication should provide an effective basis for future learning tasks to be planned.

From Nursery

The school's admission policy states that places will be offered to 15 pupils since the standard number for each year group is 15. However since we are a Church of England Voluntary Aided school, this is at the discretion of the Governing body. They meet to discuss this at the relevant time each year.

The Nursery children integrate informally with the main school throughout the time they spend there in a variety of ways. As we have a foundation stage, transfer from nursery to Reception is very smooth. The foundation stage profile and targets allow for the ongoing assessment of children in Early Years by practitioners who know them and their families well.

Transfer between Classes and Key Stages

There is little problem as the size of the school and the opportunities for much whole school activity mean the children are known both socially and academically to all staff.

There is ongoing tracking of children and scrutiny of work throughout the school year to ensure that progress is maximised and appropriate interventions can be made in a timely way. Thus the transfer between classes does not disrupt the children's learning. In addition throughout the year there are shared projects and both teachers teach both classes thus children know teachers well and the teachers in turn know the children.

Transfer to Middle School

At the end of Year 4 the children usually transfer to Chantry Middle School, which is part of the Morpeth partnership.

Throughout the whole of year 4, the children have the opportunity to visit the receiving Middle School for a whole day, once every half term. These are extremely popular occasions with the children and since they started, practically no problems have been experienced by our children as far as settling into the new school!

The children meet up with past pupils of our school, join them for play and lunch - this all adds to their confidence.

The head teachers from the partnership schools meet regularly, ideas are discussed and developed, problems can be ironed out and understandings are improved. Further liaison opportunities occur regularly between teaching staff. The purpose of this is to allocate the Key Stage 2 programmes of study within the different phases. Agreement is reached over what shall be taught by whom and to what depth.

Key Stage 2 core subject co-ordinators meet regularly in order to moderate teacher assessment levels. This ensures consistency and standardisation across the schools so aiding transitions.

Further shared occasions between the phases have been linked to sport, musical and dramatic performances. Pupils in Year 4 also attend a three day residential with other small, rural school pupils who feed into Chantry Middle. This enables the children to get to know each other well and share learning opportunities before the summer transfer occurs.