



Willows High School

Transition Plan

2021 - 2022

Transition Plan

When	What	Who	Why
w.b 1 st September	Willows Newsletters shared with Primary Schools for distribution on a weekly basis	KMB	To keep parents of pupils in cluster schools informed of events and achievements of pupils at Willows High School.
w.b. 26 th April	Transition showcase starts (Y5)	CWL	Prepare songs for transition showcase – at the moment we assume this will be an online event which will be published on social media.
	Mathletics starts	ADL	ADL to contact Y5 teachers in schools to arrange Mathletics competition. This will be online during the week beginning May 10th
w.b. 3 rd May	Transition coordinator to work with Y6 teachers to establish a programme of transition events for each school and identify those in need of enhanced transition	IW	To ensure effective transition for all pupils. IW will work with Y6 teachers according to risk assessments in each school and it is anticipated that these events will take place within bubbles of each primary school
w.b. 10 th May	Transition showcase visits start from SI PA	CWL	A visit to each Y5 class to support with preparation of transition showcase work
	Mathletics event	ADL	Online Mathletics event run by Willows High School
w.b May 17 th	Y7 & Subject coordinator meetings	Subject leads	In place of moderation this year this will be an opportunity to discuss gaps in curricula, further developments, areas of strength
w.b. May 25 th	Community Grand Council	IW agenda JS chair	Involve A&T pupils in local decision making by asking A&T pupils from the local community to attend a 1 hour grand council meeting to discuss local issues with
w.b. June 7 th	Year 5 Open Week	IW	Year 5 parents to be invited to visit school/meet with SLT to discuss future options and concerns. This will be supported by social media campaign targeting Year 5 parents
w.b. June 14 th	Transition Showcase visit	CWL	To help with final preparation for transition showcase
w.b. June 21 st	Y6 information collection week	IW/IB	IW to meet with Y6 teachers to collect academic, contextual and safeguarding information ST to work with ALNCO's on ALN issues
w.b. June 28 th	Transition showcase event Y5	IW	Either recording or showcasing Y5 projects this term

	Y6 Enrichment days	IW	IW offering parents the opportunity to visit with their child if issues have arisen from the meetings with Y6 teachers
	Language specific transition events Y6	IW/EMTAS	A series of events, hopefully in person where parents who are more fluent in their home language have the opportunity to visit the school and ask specific questions
	Parental handbook to all parents	IW	Emailed to all parents
	Attendance focus	IW/TP	Early identification of issues in line with CAO
w.b. July 5th	Transition days 5/7 – Baden (am) Adamsdown pm 6/7 – Moorland (am) Stacey (pm) 7/7 Others	IW/IB/Tutor team	To introduce key people to Y6, to go through expected routines and pupils become familiar with the environment
July 8th	Parental event	IW/SLT	An opportunity for all parents of Y5&Y6 parents to meet the SLT of Willows, to ask any questions and buy uniform. This is planned to happen in person at the moment
w.b. 26 th April	Social media focus – languages	JEB	Using the school social media channels as before but with specific push on a curriculum area with primary schools tagged into the posts
w.b. May 3rd	Social media focus – literacy	IW/JC/NLC	As above
w.b. May 10th	Social media focus – Welsh	IW/AGR	As above
w.b. May 17th	Social media focus – Humanities	IW/NH/LG	Using the school social media channels as before but with specific push on a curriculum area with primary schools tagged into the posts
w.b. May 24th	Social media focus – Maths	IW/RBA/HAB	As above
w.b. June 7th	Social media focus – pupil enjoyment	IW/MLC	As above
w.b. June 14th	Social media focus – Performing Arts	IW/CWL	As above
w.b. June 21st	Social media focus – Science	IW/NT	As above
w.b. June 28th	Social media focus – ICT	IW/ALC	As above
w.b. July 5th	Social media focus – Journey 7	IW/LW	As above

The plan is based on EEF research on effective parental engagement but is tipped towards promoting the school to prospective parents. The main themes are:

- Pupil engagement – getting pupils enthused for the school and creating a momentum of pupil demand
- Parental opportunity – opportunities for parents to learn about the school and communicate effectively with the school
- Effective communication – focussing on a curriculum area at a time it allows us to look at the absolute highest standards
- Ongoing base information – what do parents see when they when they access the web site and it is time for a revamp

You will see that they are colour coded in the plan

Additional points having discussed with primary schools and worth considering:

For 2 way communication Whatsapp is much better than text message as you require credit to use text messages and for a lot of parents only use Whatsapp as they have WIFI but not credit