

## **12. How will the setting prepare and support my child to join the setting, transfer to a new setting or to the next step of their education?**

At Herne Junior School we view all children as individuals.

### **Children joining us from an Infant school or from another school?**

- We advise that all children visit the school prior to starting so that they can familiarise themselves with the building, key staff they may need and their year group.
- We work closely with the local Infant School and any child with SEND will get additional visits if necessary. This may be in a small group situation or 1:1; it depends what is best for that child.
- The SENCo from the local Infant school and our SENCo meet on a regular basis to discuss children who may be nearing the time of transition.
- If appropriate the SENCo from our school will visit the previous school and be fully involved with any transition meeting with parents.
- We liaise closely with staff when receiving children from another school and ensure paperwork is passed up and if necessary telephone calls are made to clarify any situation.
- All children are made aware of the Herne Guardians, Lunchtime Buddies, the Green Team, Young Governors (School Council) and House Captains (children's leadership roles).

## **Children leaving us to enter the next stage of their education**

- All children are discussed and any with SEND or who are thought to be vulnerable are discussed in length with both the SENCo and teaching staff at the Local Secondary School. Both the SENCo from TPS (The Petersfield School) and from Herne Junior School meet on a regular basis to aid transition.
- The above children have additional visits to the Secondary School they will be attending and meet the Key People they may need support from. This helps them familiarise themselves with the environment.
- Our Local Secondary School visits Herne Junior School to answer any questions that may be worrying our Year 6 children.
- We encourage our Year 6 children's parents to visit the Secondary School so that they can ask questions directly and help for a smooth transition.
- We will liaise with all relevant schools that transfer to or from Herne, including private and special schools. We also link with relevant agencies for children who have been home educated or have received 'Education Other Than at School' (EOTAS).

*We liaise with EMTAS (Ethnic Minority and Traveller Achievement Service) who assist us with children and their families with English as an Additional Language. We strive to ensure that the child is fully immersed in the classroom from the first day that they start Herne Junior.*