

TOP TIPS FOR TRANSITIONING TO SECONDARY SCHOOL

8 tips to guide parents through the primary to secondary transition process:

PLAN BEFORE YOUR VISIT

1

PLAN AHEAD – Thinking about which secondary school you want to send your child to in year 5 or prior to this can help you prepare your child for the transition.

2

DO YOUR RESEARCH – Research the schools you might want to send your child to. You can access resources that will help you assess whether the school meets the needs of your child such as:

- The School's Prospectus
- Special Educational Needs Information Report and the SEN Local Offer
- A copy of the most recent Ofsted Report
- A copy of the School's Policies and Procedures on SEN and Bullying.

3

PLANNING YOUR VISIT– Planning a visit can help you know what to expect and who you will be talking to.

- Contact the school to find out about their visiting process as every school is different.
- Check to see if they have any open days or evenings coming up.
- Think about how you will get to the school.
- Consider if you will go alone or take a friend for support.

DURING YOUR VISIT

4

DON'T BE AFRAID TO ASK QUESTIONS – Keep an open mind when visiting the schools and make sure to ask any questions you think may be crucial in your decision. Write down some questions before you visit.

5

MAKE NOTES – Whilst on the visit make physical or mental notes such as; do the staff and pupils look happy? Is the school accessible? Was it hard to get to the school? What does the school do to support children with SEN? How are the teachers communicating? Do any other children in the school have the same needs as your child?

AFTER YOUR VISIT

6

REVIEW – Once you have visited all the secondary schools you have chosen to; you now need to decide which school would be best for your child. Consider which school provided the best support and environment for your child's needs.

7

CONTACT – After you've visited all the schools you might realise that you have forgotten to ask a question that could be crucial in deciding what school is best for your child. Contact the school office and ask your query.

8

SECOND VISIT – After you have decided what school you want your child to attend or at least narrowed it down, you may want to go for a second visit. This could help you make a final decision. During this second visit you might want to take your child to get their view. You may also want to meet with the school SENCO if you did not have the opportunity to the first time.

If you would like any further information, please visit our website:

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