

TRANSITION

Purpose:

To provide a smooth transition for students from contributing schools to Highlands Intermediate.

1. Before entry into the school, student individual needs are identified and as far as possible catered for by placement with teachers best able to develop these needs.
2. To liaise with contributing school personnel prior to attending in order to gain all possible information.
3. To ensure that students with special learning needs are considered upon entry to our school and be involved in all IEP's prior to entering or leaving Highlands.
4. To provide a warm and friendly atmosphere for pre-entry students and their caregivers.
5. To ensure that 1-4 above are considered when students move from Year 7 to Year 8 and from Highlands to secondary.
6. To ensure that transition between classes and schools offers the best learning and welfare opportunities for the student.
7. To ensure that the teaching staff have a sound understanding of the need for a smooth student transition to Highlands and to secondary school.

Guidelines:

1. Highlands Intermediate School has an Enrolment Scheme in place and it is important that families understand the implications of 'In Zone' and 'Out of Zone'.
2. Contributing schools will be visited by the Principal, Deputy Principal, and Assistant Principal early in October to discuss the individual needs of Year 6 students.
3. An Information Evening will be held in Term 4 for parents of the incoming Year 7 students.
4. An orientation afternoon shall be provided in November for intending students. Parents are also welcome to attend Orientation Day with their child.
5. Caregivers of intending students shall be provided with a school prospectus in third term and upon request.
6. Caregivers of intending students will complete an enrolment form and return it to our school.
7. Opportunities will be provided in Term 4 for those students who require confidence building to visit and see Highlands in action. This would be co ordinated through the RTLB, Deputy Principal, contributing school and GSE. The same would apply to Highlands students going to secondary school.
8. Where practical and deemed necessary, opportunities will be provided for curriculum personnel to meet from all contributing and secondary schools to discuss past and present community needs and developing programmes that work.
9. Prior to school in Term 1 the Principal will provide professional development for staff on effective student transition. This would include transition ideas for both those students moving from Year 6 and for those moving between Year 7 and Year 8 at Highlands.