



Cluster Transition Plan

2024-25



STATEMENT OF AGREEMENT

This Transition Plan is a product of a joint agreement between Y Pant Secondary School and its partner Primary Schools.

Listed are the schools in the cluster and the Headteachers.

Brynnau Primary- Beth Atkin

Llanhari Primary – Emma Coates

Llanharan Primary –Bethan Price

Pontyclun Primary – Hugh Roberts

Tonysguboriau Primary – Tracey Harries

Dolau Primary – Nia Pugh

Y Pant Comprehensive School –Bev Cheetham

Transition Co-ordinator – Richard Young

The enclosed plan has been agreed by all the relevant governing bodies.

The specific actions of the current transition plan of 2024-25 focuses mainly on Upper Key Stage 2 together with Key Stage 3 and include aspects of the pedagogy input upon the learning continuum from Early Years to Key Stage 5.

This plan was published in September 2024 and will be reviewed in July 2025.

Consultation with parents and pupils on the effectiveness of this plan will be conducted verbally in Parents Evenings, through discussions with pupils from Year 5, Year 6 and Year 7 and via School Council

1. Proposals generally for managing and co-ordinating the transition of learners from the feeder primary schools to the secondary school

Target	Actions	Success Criteria	Responsibility	Timescales	Resources	Costs	Monitoring and evaluation (including Action Points from Cluster meetings)	Review
Cohesive plan outlining transition events for the year including event to encourage team building	A comprehensive plan to be shared with primaries. 4 Transition days to be held throughout the academic year. Initially for pupils from Y6 in the autumn term, to extend to Year 5 in Summer term. Transition days to model Curriculum 22 and incorporate vision and ethos of the Curriculum for Wales. The days will follow the AoLE's.	Broad strategically planned transition processes to benefit all pupils	RY (Y Pant) to share plan Primary schools to provide feedback	September 2024 – July 2025	To be agreed	Buses Resources / Printing costs	Circulate to Primary Schools in Cluster meeting (Oct 2024) Feedback from Primary Schools (after each transition day) View point of pupils discussed in primaries and during Y7 co-ordinator's visits	Feedback from Primaries received July 2025 – suggestions implemented.
Open evening for year 6 pupils and parents	Y Pant organise an open evening and send invites to primary schools	Parents and pupils are given the opportunity to look round the school before making their	RY (Y Pant) to inform Primary schools of the dates / details	October 2024 – Year 6 June 2025 – Year 6	Materials for demos Letters to parents	Printing costs	Informal feedback from parents on the night.	Following each event Final review – July 2025

	Primaries to distribute invitations to year 6 pupils / parents	final choice. Interactive tours of school following presentation from the Headteacher.	Primary schools to circulate/distribute information	July 2025 – Year 5			Feedback from primary schools. Questionnaire sent to parents.	
Effective dissemination of information to parents of pupils transitioning up to Y Pant. Encourage active involvement of parents with the transition process where appropriate.	Earlier contact with parents at Y Pant (Y6) Production and distribution of information leaflet for parents- Transition booklet and presentation from staff to parents and year 6 pupils. Y Pant web site accessible for all Published dates on Y Pant website Flyers delivered to primaries for distribution to parents Twitter as a forum to advertise/ remind/ raise awareness	All parents have established positive partnership with Secondary School prior to transition which in turn supports their child	RY (Y Pant) Primary schools to circulate/distribute information	Sept 2024- July 2025	Preparation and printing	Printing costs	Improved communication between Y Pant and Y7 parents	<i>Following each event</i> <i>Final review – July 2025</i>

Develop a common format (Excel doc) for data transfer across all schools	Develop a cluster wide data Collection system using Excel. School to agree common assessments to include in tracker.	Effective and consistent data transfer for all primaries in the cluster to Y Pant	Primary Head Teachers and RY Y Pant	September – July 2025	IT support YPS	Staff cover for meetings	Excel doc tracker in place	July 2025
Effective engagement and understanding of MAT / ALN activities at Y Pant.	Information shared with Y6 parents during open evening in Autumn term in Y Pant. Transition booklet published for new parents to be disseminated in transition evening.	All pupils are suitably challenged on entry to Y Pant	RY (ALNCO at Y Pant) RY (Y Pant) – transition booklet.	October 2024– July 2025.	On entry pupils familiar with peers from neighbouring primaries, staff and the school environment	Printing of transition booklet.	Information shared with Y6 parents in open evenings. Specific information gained from primaries in June. Transition booklet published for new parents.	<i>Following each open evening.</i> <i>Final review – July 2025</i>
Continue with quality contact between pupils from Y7 and Y6	Y7 pupils visit primaries to talk with Y6 pupils, Y6 pupils accompanied on visits to Y Pant by Y7 pupils School Council reps to join meetings	Addressing of personal concerns, which could become learning barriers, prior to transition through structured contacts with pupils from the Secondary School	RY (Y Pant) – lead SLT Y7 progress team (Y Pant)	Spring and Summer 2025	Transport	£300	Circle time between Y7 and Y6 pupils without teacher Pupil evaluations	July 2025

Transition/ Innovation days	Y Pant to arrange Curriculum style co-construction days. Interactive, collaborative and innovative workshop days in line with AoLE's.	All Year 6 pupils have experiences in line with curriculum 22 vision. AoLE familiarisation. Interactive engagement opportunities.	RY (Y Pant) to arrange transition days Primary schools to circulate/distribute information and accompany Year 6.	November 2024 February 2025 June 2025 July 2025	Teaching resources	£300	Evaluation of the project by teachers and pupils after each day.	July 2025
Pupils to engage in key Y Pant events.	Pupils to be invited to attend lower School production.	Familiarisation with school and interaction with staff and pupils.	RY (Y Pant) to send invite to Primary schools. Primary schools to circulate information to parents.	February 2025– Y Pant lower school production	Supply cover for PA teachers	£600	Pupils able to talk about their visit and have familiarity with the terminology used in such lessons in Y Pant	July 2025
Pupils to be engaged with pupils from across the cluster and for Y Pant pupils to be an integrated part of the transition process	Sports Day to be held at Y Pant for years 5/6 from cluster primaries. Y Pant pupils to be involved in the delivery of events planned for sports day.	Familiarisation with school and interaction with staff and pupils.	RY (Y Pant) to arrange the day at the school and coordinate pupils from Y Pant. PE department at Y Pant. Primary schools to collaborate to suggest competitions and prepare the pupils.	July 2025	Activity costs/ equipment/ resources	Arrangement of day.	Feedback from pupils on the event. Pupils are familiar with staff/school.	July 2025

2. Proposals generally for how continuity of learning will be achieved through curriculum design and planning for learning and teaching for learners in Year 6 transitioning to Year 7

Target	Actions	Success Criteria	Responsibility	Timescales	Resources	Costs	Monitoring and evaluation (including Action Points from Cluster meetings)	Review
To develop opportunities for continuity in learning from year 6 – year 7 - academic year 24/25	Joint cluster Welsh project that spans Year 6, 1st half spring term and year 7 1 st half autumn term. To implement ideas using C.Cymreig (songs, etc)	To develop bridging activities between year 6 and 7 to aid transition.	Cluster Welsh group – HT and RY to coordinate and agree a focus	May – July 2025	Welsh leads and RY (Head of Welsh) at Y Pant	Staff cover for meetings	Agreed project in place. L2L feedback Minutes of meetings.	September 2025 – project outlined
To develop opportunities for continuity in teaching from year 6 – year 7	Y Pant teachers to teach individual cluster school year 6 classes - Literacy, numeracy and Spanish sessions to be delivered throughout the year.	Y Pant teachers understand standards and expectations of pupils. Primary teachers benefit from the modelling of the lead practitioners.	HT and RY to coordinate dates	Sept– July 2025	Resources required by Y Pant staff	Supply costs	L2L and staff	July 2025
Collaborative Inset opportunities across cluster	Joint Inset day to be arranged for February 2024 where schools can engage in sessions to enhance knowledge and skills in different	Y Pant staff to deliver sessions. Primary staff have greater awareness of knowledge and skills within a particular area of teaching.	RY (Y Pant) to coordinate staff at Y Pant from the Curriculum areas specified by the Primary Schools where possible.	February 2025	Resources required to deliver the sessions	Cost of resources.	Feedback from staff.	February 2025

	areas of the Curriculum.		Primary schools to arrange for staff to attend the Inset.					

3. Proposals for how each individual pupil's progression will be supported as they transition from primary school to secondary school

Target	Actions	Success Criteria	Responsibility	Timescales	Resources	Costs	Monitoring and evaluation (including Action Points from Cluster meetings)	Review
To maintain accuracy of transfer of data	Relevant staff to use data to inform decisions on setting pupils KS2 Levels to be provided by primaries National Test Data to be available	Pupils accurately placed	ID (Y Pant) Primary staff	June 2025	National tests	£500	Evaluate and scrutinise data	July 2025
Effective engagement and understanding of MAT / ALN activities at Y Pant.	Specific information gained from primaries in June. Information delivered during transition evening presentation event for year 6 into year 7 parents	All pupils are suitably challenged on entry to Y Pant	RY (ALNCO Y Pant) Relevant teachers at Y Pant Primary staff	Autumn 2024		July 2023	All pupils are suitably challenged on entry to Y Pant On entry pupils familiar with peers from neighbouring primaries, staff and the school environment	Autumn 2024

<p>To continue to ensure consistency and accuracy of assessment</p>	<p>In- school review of portfolios and joint moderation and standardisation of pupils work development activities</p> <p>Relevant teachers to attend moderation and standardisation meetings</p> <p>In- cluster review of work and joint moderation and standardisation</p>	<p>Assessment of pupil's attainment in the core subjects accurate</p>	<p>Yr 6 teachers</p> <p>Relevant teachers at Y Pant</p>	<p>Summer Term</p>	<p>Portfolio of work</p>	<p>Supply cost</p>	<p>Relevant staff to discuss impact with teachers back at relevant schools</p> <p>Headteachers meet with relevant teachers from Y Pant to discuss accuracy of Teacher Assessments</p>	<p>July 2025</p>
<p>Development of common policies and procedures for supporting children with special needs</p>	<p>Common policy development for Child Protection, ALN, etc.</p>	<p>The cluster following the same policies, adjusted for individual school circumstances</p>	<p>Primary HTs</p>	<p>Spring 2024</p>	<p>Policies</p>	<p>July 2024</p>	<p>Development of common policies and procedures for supporting children with special needs</p> <p>Primary HTs to review policies annually</p>	<p>Common policy development for Child Protection, ALN, etc.</p> <p>Shared funding via ANF panel</p>

4. Proposals for how the learning needs and the well-being of each individual pupil will be supported as they transition from primary school to secondary school

Target	Actions	Success Criteria	Responsibility	Timescales	Resources	Costs	Monitoring and evaluation (including Action Points from Cluster meetings)	Review
Relevant information that ensures that individual pupils with learning difficulties are known and their needs can be met, including information on attendance.	Primaries collate information to pass on to Y Pant Arrange meetings with ALNCO to transfer ALN information More emphasis on provision for more able pupils	All relevant information provided to ensure continuity and progression for all pupils, including pupils with ALN, at transition All staff aware of the needs of	Primary staff	June 2025	Staff time (supply costs)	8X £145 TOTAL £1160	Assessment co-ordinator has early access to relevant data to ensure progression for pupils from entry into the Comp. Provision that is differentiated-	July 2025

		pupils with ALN and differentiate accordingly					overseen by ALENCO	
Excellent ALN liaison to ensure that ALNCO from Y Pant can arrange the links required for parents and pupils.	ALNCO attend annual reviews, meet parents and pupils with SEN, organise special visits to Y pant, liaise with primary teachers and support staff	An improved provision in quality and quantity of support for pupils with additional learning and social needs	RY (ALNCO Y Pant)	September 2024	Supply cover for ALNCOs	Pupils with additional learning needs, behaviour and social difficulties are monitored by staff at Y Pant	Pupils with additional learning needs, behaviour and social difficulties are monitored by staff at Y Pant	July 2025

5. proposals for reviewing and monitoring the impact of the transition plan in respect of how:

- it has helped achieve continuity of learning
- it has helped support individual learner progression

Target	Actions	Success Criteria	Responsibility	Timescales	Resources	Costs	Monitoring and evaluation (including Action Points from Cluster meetings)	Review
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Regular review of transition plan to ensure it is a working document	Review of transition plan added to agenda of every cluster meeting	Plan adhered to, regularly discussed, and updated accordingly	Cluster HTs and RY	Sept 24- July 25	Cluster transition plan	n/a	Plan monitored half termly and formally evaluated annually.	July 2025
To ensure the transition plan meets the needs of pupils	Carry out a L2L questionnaire with Year 6 pupils to ascertain the preparedness of pupils – anxieties and uncertainties identified.	L2L information informs transition planning	RY to create Microsoft form to collect responses. Link to form shared with primaries to distribute to pupils. RY to share findings with primary colleagues.	June – July 2025	Microsoft form	n/a	Microsoft form responses analysed and shared.	July 2025
To ensure the transition plan meets the needs of pupils	Carry out a L2L questionnaire with Year 7 pupils to ascertain the effectiveness of the transition plan	L2L information informs transition planning	RY to create Microsoft form to collect responses and share findings with primary colleagues.	September – Dec 2024	Microsoft form	n/a	Microsoft form responses analysed and shared.	Dec 2024
To ensure the transition plan meets the needs of pupils and families	Carry out a L2L questionnaire with Year 7 parents to ascertain the effectiveness of the transition plan	L2L information informs transition planning	RY to create Microsoft form to collect responses and share findings with primary colleagues.	September – Dec 2024	Microsoft form	n/a	Microsoft form responses analysed and shared.	Dec 2024

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