

## BRYN CELYNNOG CLUSTER TRANSITION PLAN 2022-23

CLUSTER TRANSITION PLAN KS2/KS3		Management and Co-ordination of the transfer of pupils (bureaucratic bridge)				
Focus Area 1						
Where we are now	What we want to achieve	Actions	Timescale	Resources	Costs	Monitoring
<p><u>Area 1</u> Bryn Celynnog receives pupils from seven associate primary schools. In 2015, Bryn Celynnog received its first cohorts of pupils from Llantrisant and Penygawsi Primary Schools, due to LA catchment boundary changes. The school receives a small number of additional placements (6-10) from outside traditional catchment area.</p>	<p>We want to maintain good relationships with our seven primary schools and minimise the number of students who transfer to other secondary schools.</p> <p>We want to inspire confidence in parents and children from Llantrisant and Penygawsi Primary Schools.</p>	<p>DB, Y7 Head of Learning and Senior Staff from Bryn Celynnog will:</p> <ul style="list-style-type: none"> <li>• aim to attend primary school concerts and prize-giving ceremonies to raise the school's profile with Year 5/6 parents and children.</li> <li>• offer personalised interviews and/or guided tours of the school to Year 6 children and their parents during the autumn term, upon request.</li> </ul>	2022-23	Staff time	-	Year on year analysis of percentage of Year 6 pupils attending Bryn Celynnog.
<p><u>Area 2</u> Transition is viewed as a process, not an event, with a calendar of transitional activities operational.</p>	<p>We want to ensure that transition activities are useful, stimulating, enjoyable and allay fears.</p>	<p>Cluster Headteachers will review the calendar of transition activities annually. DB and Y7 Head of Learning to lead.</p>	2022-3	Time (DB, Y7 Head of Learning, primary headteachers)	Transport costs (see Focus Area 2, below)	Annual evaluation of the Transition Plan.
<p><u>Area 3</u> Year 5 Open Morning in June/July at Bryn Celynnog is well attended and successful (ref. surveys)</p>	<p>We want to ensure that the experience of Year 5 children is positive.</p>	<p>We will aim to further improve the quality of the Year 5 Open Morning according to feedback.</p>	Summer Term 2023	Time (DB)	Prospectuses and gifts for Yr 5 children Cost = £500 (met by Bryn Celynnog)	Annual evaluation of feedback.

<p><u>Area 4</u> DB and staff from Bryn Celynnog visit all primary schools to gather information. Primary colleagues send a range of assessment data to school in the summer term prior to transfer. This information is used to place pupils in mixed ability registration groups (with friends) and appropriate teaching groups.</p>	<p>We want to ensure that we improve the processes by which we place children in registration and teaching groups year on year.</p>	<p>Cluster Headteachers and Bryn Celynnog staff will review the processes for information exchange annually.</p>	<p>Summer Term 2023</p>	<p>Meeting time (DB, Y7 Head of Learning, primary headteachers)</p>	<p>-</p>	<p>Evaluation of pupil satisfaction with groupings via parental feedback.</p>
<p><u>Area 5</u> The ALNCOs from the primary schools meet with the ALNCO from Bryn Celynnog prior to transfer.</p>	<p>We want to ensure that the transfer of information regarding children's learning, medical, emotional and behavioural needs is comprehensive.</p>	<p>ALNCOs will continue to meet to ensure the smooth transfer of information.</p>	<p>Spring and Summer Terms 2023</p>	<p>ALNCO time</p>	<p>-</p>	<p>Progress of pupils with ALN.</p>
<p><u>Area 6</u> There is a calendar of Cluster Meetings for the primary Headteachers, the secondary Headteacher and relevant staff.</p>	<p>We want to maintain a minimum of one meeting per term to ensure that transition processes are evaluated and amended, as appropriate.</p>	<p>We will continue to arrange three strategy meetings per calendar year to assess progress against the Transition Plan.</p>	<p>Ongoing</p>	<p>Meeting time (DB, Y7 Head of Learning, primary headteachers, plus relevant Bryn Celynnog staff)</p>		<p>Termly evaluation of progress against the Transition Plan.</p>
					<p><b><u>Total =£500</u></b></p>	

**KEY: DB = Debra Baldock, Headteacher, Bryn Celynnog Comprehensive**

CLUSTER TRANSITION PLAN KS2/KS3		Pastoral links to meet pupils' personal and social needs (social bridge)				
Focus Area 2						
Where we are now	What we want to achieve	Actions	Timescale	Resources	Costs	Monitoring
<p><u>Area 1</u></p> <p>Bryn Celynnog has an experienced Year 7 Head of Learning and a team of Year 7 Form Tutors who remain static to ensure continuity and expertise in transition arrangements.</p>	<p>We want to maintain a strong Year 7 Form Tutor Team who understand the transition process.</p>	<p>We will continue to consult staff regarding this arrangement.</p>	<p>Spring Term 2023</p>	<p>Time</p>	<p>None</p>	<p>Annual evaluation of pupil and parental feedback.</p>
<p><u>Area 2</u></p> <p>A member of Bryn Celynnog's Wellbeing Team (PH) works with vulnerable children with low self-esteem throughout Year 6. This contact is maintained in Year 7.</p> <p>The transfer of documentation regarding ALN, CLA and safeguarding is robust.</p>	<p>We want to ensure that children who are vulnerable and anxious about transition have emotional support during the transfer process.</p>	<p>PH will maintain this provision.</p>	<p>May Year 6 to October Year 7</p>	<p>Time (PH)</p>	<p>Transition booklet costs = <b>£100</b> (costs met by Bryn Celynnog)</p>	<p>Annual evaluation of pupil and parental feedback. Bullying returns. Attendance and progress of targeted pupils.</p>
<p><u>Area 3</u></p> <p>Year 6 pupils have a series of 'taster days' in the summer term prior to transfer in order to enable children to mix socially.</p>	<p>We want to achieve good social interaction prior to transfer.</p>	<p>We will maintain this provision.</p>	<p>Summer term 2023</p>	<p>Staff time. Consumables.</p>	<p>Buses = £100 per school x 6 schools = £600 (costs met by Bryn Celynnog)</p>	<p>Annual evaluation of the Transition Plan.</p> <p>Annual evaluation of pupil and parental feedback.</p>
<p><u>Area 4</u></p> <p>Year 6 pupils attend a carousel of sporting events at Bryn Celynnog in Year 6, to which all primary schools are invited. This enables children to mix socially.</p>	<p>We want to achieve good social interaction prior to transfer.</p>	<p>We will maintain this provision.</p>	<p>Throughout Year 6</p>	<p>Staff time</p>	<p>Buses = £100 per school x 6 schools = £600 (costs met by Bryn Celynnog)</p>	<p>Annual evaluation of the Transition Plan.</p> <p>Annual evaluation of pupil and parental feedback.</p>

<p><u>Area 5</u> There is a strong anti-bullying culture within Bryn Celynnog. The school has a team of trained 'Anti-Bullying Ambassadors' who provide support via lunchtime clubs for children who feel anxious.</p>	<p>We want to ensure that pupils feel safe upon transfer.</p>	<p>We will maintain our Anti-Bullying Ambassador scheme.</p> <p>We will ensure that Year 7 students complete well-being surveys.</p>	<p>Autumn Term 2022</p>	<p>Time to conduct well-being surveys.</p>	<p>Negligible</p>	<p>Evaluation of pupil responses</p>
<p><u>Area 6</u> Bryn Celynnog has Learning Coaches in place who work with children deemed 'at risk' following well-being surveys.</p>	<p>We want to ensure that pupils feel safe upon transfer and that any anxieties are dealt with competently and sympathetically by a trained Learning Coach.</p>	<p>We will maintain this provision.</p>	<p>Ongoing</p>	<p>Learning Coach time</p>	<p>Learning Coach salaries (costs met by Bryn Celynnog)</p>	<p>Evaluation of pupil responses.</p> <p>Bullying returns.</p> <p>Attendance data.</p>
<p><u>Area 7</u> There is limited social involvement between primary and secondary students prior to transfer.</p>	<p>We will aim to ensure greater involvement between primary and secondary students, e.g. via a 'buddy' system.</p>	<p>We will establish 'buddies' from existing Year 7 pupils, who each write a welcome letter to a named child in Year 6.</p>	<p>Summer term 2023</p>	<p>Time in lessons for Year 7 pupils to write letters.</p> <p>Time for delivery of letters.</p>	<p>Negligible</p>	
<p><u>Area 8</u> Bryn Celynnog's Attendance Improvement Manager liaises with primary schools regarding attendance data in Year 6 and involves them in Easter attendance rewards.</p>	<p>We want to promote good attendance.</p>	<p>We will maintain this provision.</p>	<p>Spring Term 2023</p>	<p>Staff time</p>	<p>£400 (Easter eggs)</p>	<p>Year 6 pupil feedback.</p> <p>Attendance data.</p>
					<p><b>Total =£1,700</b></p>	

**KEY: PH (Pauline Harrison), member of Wellbeing Team, Bryn Celynnog Comprehensive**

CLUSTER TRANSITION PLAN KS2/KS3		Joint Curriculum Planning (curriculum bridge)				
Focus Area 3						
Where we are now	What we want to achieve	Actions	Timescale	Resources	Costs	Monitoring
<p><u>Area 1</u> We are in the first year of roll-out of Curriculum for Wales.</p> <p>Bryn Celynnog hosted the initial meeting for all AoLEs. Representatives from Bryn Celynnog in each Area of Learning have attended regular cluster meetings to establish a consistency of approach, terminology and methods in order to ensure an effective curriculum that enables pupil progress that successfully spans transition. A Microsoft Team has been set up for all the cluster AoLEs. We will continue to send representatives to all AoLE meetings.</p>	<p>We want to embed a clear, shared vision about what Curriculum for Wales means for our Cluster.</p> <p>We want our curriculum to enable progression in accordance with the Principles of Progression, incorporating all of the What Matters statements.</p> <p>We want to ensure that learning activities are devised around the 12 Pedagogical Principles.</p>	<p>We will continue to provide opportunities for staff to work collaboratively across the Cluster.</p>	Ongoing	Staff time (LKN to lead)	-	Annual evaluation of progress against agreed success criteria.
<p><u>Area 2</u> We have a built a solid foundation of skills development across the cluster. The Areas of Learning are underpinned by the cross curricular priorities: Literacy, Numeracy and Digital Competence.</p>	<p>We want to familiarise pupils with the terminology and key strategies used for skills development at Bryn, thus establishing cross phase consistency that empowers pupils to approach the transition between KS2 and KS3 learning with confidence.</p> <p>We want to gain a detailed and robust knowledge of pupils' literacy and</p>	<p>We will continue to promote common approaches to Literacy, Numeracy and Digital Competence across the curriculum.</p> <p>We will continue to issue Literacy, Numeracy and Digital Competence Toolkits to Year 6 children.</p>	Ongoing	Staff time (LKN to lead)	-	Annual evaluation of progress against agreed success criteria.

	numeracy skills so that we are able to provide appropriate support and challenge from the outset in Year 7.	We will maintain regular collaboration with teachers in primary schools to share resources and undertake cross phase planning in order to ensure consistency of approaches.				
<u>Area 3</u> Bryn Celynnog has established a Digital Champions programme, in which Sixth Form students deliver units of work based on elements of the DCF to KS2 pupils. The programme culminates in a Digital Day at Bryn Celynnog, where pupils apply and showcase their coding skills.	We want to continue to share the skills and knowledge of our Y12 pupils in order to establish a DCF skills base for pupils prior to their commencement at Bryn Celynnog.	We will establish a baseline of digital competence in KS2 by using Y12 Digital Champions (through WBQ Community) and hosting KS2 Digital Days	Spring Term 2023	Staff time (LKN to lead)	Supply costs for Digital Days £200 per day x 2 staff x 2 days <b>Total = £800</b>  Transport to Bryn for Digital Days Buses = £100 per school x 6 schools = <b>£600</b> (costs met by Bryn Celynnog)	Pupil voice and staff feedback from primary schools
<u>Area 4</u> We have created 'Family Skills Workshop' evenings aimed at supporting parents/carers of Y5 and Y6 pupils to enhance their child's skills development at home.  Parents/carers are provided with various strategies and resources based on Bryn Celynnog's approaches to skills development, including our Literacy, Numeracy and Digital Toolkits.	We want to empower families to support children's skills development while introducing them to key aspects of learning at Bryn Celynnog.	Bryn Celynnog's Skills Team will continue to provide these workshops as annual events.	Spring/Summer Term 2023	Staff time (LKN to lead)  Production of Toolkits and other supporting resources	£400 printing of resources	Attendance figures.  Parental feedback
					<b>£1,400</b>	

**KEY: LKN: Laura Nicklin, Assistant Headteacher (Bryn Celynnog Comprehensive School)**

CLUSTER TRANSITION PLAN KS2/KS3		Achieving continuity in Learning and Teaching methods (pedagogical bridge)				
Focus Area 4						
Where we are now	What we want to achieve	Actions	Timescale	Resources	Costs	Monitoring
<u>Area 1</u> We are developing a shared knowledge of pedagogical practices across the cluster in relation to CfW.	We want to develop and publish a Curriculum for Wales Handbook detailing our approach to teaching, learning and assessment. The Handbook will be published by December 2022.	We will organise reciprocal cross-phase visits between volunteer staff within the cluster.  We will develop a simple policy outlining a shared philosophy on teaching, learning and assessment.	Summer Term 2023  Summer Term 2023	Staff time	Costs met by each school.	Annual review and evaluation of policy
<u>Area 2</u> We are developing knowledge of the strategies used across the cluster to challenge more able and talented children.	We want to ensure that we provide high quality experiences for more able and talented children across the cluster.	We will draw up a plan to provide extension and enrichment activities across the cluster. We have scheduled a MAT Day for Y6 pupils in February 2023. This day will also enable Y6 teachers to receive MAT training.	Spring & Summer Terms 2023	Staff time	Costs met by each school.	Annual review of procedures
					<b>Total = £0</b>	

CLUSTER TRANSITION PLAN KS2/KS3		Achieving consistency in assessment, monitoring and tracking pupils' progress and planning the next steps in learning (management of learning bridge)				
Focus Area 5						
Where we are now	What we want to achieve	Actions	Timescale	Resources	Costs	Monitoring
<p><u>Area 1</u> We are in the first year of roll-out of Curriculum for Wales.</p> <p>The Headteacher, Deputy Headteacher and Assistant Headteacher in charge of CfW at Bryn Celynnog have attended meetings with the seven primary headteachers to establish a consistency of approach in relation to assessment that successfully spans transition.</p>	We want to ensure that assessment practices enable pupils to progress through the continuum of learning.	We will continue to promote common approaches to assessment.	Ongoing	Staff time	Costs met by each school.	Ongoing evaluation.
<p><u>Area 2</u> A wealth of data is transferred from the primary schools to Bryn Celynnog, including:</p> <ul style="list-style-type: none"> <li>• Reading ages</li> <li>• Data from national tests.</li> <li>• Data from GL assessments.</li> </ul>	We want to ensure that the needs of children leaving Year 6 are well known to Bryn Celynnog teachers in order to achieve a seamless transition.	We will work together to ensure that all available data is transferred in the Summer Term.	Summer Term 2023	Time for Year 6 teachers, the Year 7 Head of Learning and ALNCo to meet.	Costs met by each school.	Annual evaluation of transition processes.
					<b>Total = £0</b>	
<b>NOTE: ALL COSTS INCURRED BY BRYN CELYNNOG ARE INCLUDED IN THE SCHOOL DEVELOPMENT PLAN.</b>				<b>TOTAL</b>	<b>= £3,600</b>	

