



The Lyceum School – Secondary Transfer Policy

At the Lyceum we believe in supporting our children through the process of transfer to secondary school; we have a range of strategies for support aimed at safeguarding the children, and giving them the best possible preparation for the process of transfer, and their continued success when they arrive at their secondary school.

We provide information for parents through group and individual meetings about secondary schools, and guide them with making their choices, especially helping with finding a good match between their child's personality and potential and the ethos of the secondary school.

1. We prepare the children academically to be fully conversant with the examination curriculum used by secondary schools. This starts with children in Year 2 being introduced to verbal and non-verbal reasoning, and the use of Bond papers in English, Mathematics and reasoning from Year 3 onwards.
2. We prepare the children in examination technique, in order that they not only do their best, but do it in a stress-free atmosphere.
3. At the beginning of Year 6, we take the children on a residential exam boot camp; here they sit papers which are marked and discussed, go through technique and have interview preparation, this is also an important team building time for the class before they embark on their final year at primary school.
4. We aim to sit papers weekly in the Autumn Term of Year 6 and go through these in lessons revising areas of weakness.
5. We hold a mock examination in November each year to simulate the examination process and assist the children in coping with it, again minimising stress.
6. We prepare children for interview by giving them a mock interview administered by an outside head teacher, who the children do not know, to make them familiar with talking to an unknown adult.
7. The children create individual profiles, enabling them to reflect upon and remember their achievements.
8. Parents receive detailed feedback from their boot camp and then from their mock exams and the interview.
9. Following the examinations, we ensure that the children are taught by several different people so that they develop an understanding of different styles of teaching prior to secondary school entry.
10. In the Summer Term before the children leave, we work in many ways to develop each child's ability to stay safe and do well in a secondary school: this work covers coping with bullying, and awareness of such issues as drugs, sex, and alcohol and internet safety. The children discuss a wide variety of personal situations they may encounter at a secondary school and how they will deal with such situations. They are confronted with a

number of moral dilemmas, and work through their responses; these include such issues as racism and prejudice.

11. Throughout the Summer Term, Year 6 take turns to lead the way to the park/PE. They wear a high-vis jacket and stand in the middle of the road. This gives them the opportunity to practise safely crossing the road and thinking about the dangers around themselves and others.
12. Homework, prior to the examinations, is totally dedicated to exam preparation. Following the exams, homework changes to become more akin to secondary-style homework, with larger assignments with longer time schedules for completion, in order to develop organisational skills. Children are encouraged to email their form teacher with homework/research to develop their independency.
13. We work hard to ensure that children are independent and self-sufficient; this includes expecting them to have all appropriate equipment with them at all times.
14. All Year Six children participate in an educational visit abroad and there is a strong hidden curriculum in this event which enables us to develop children's independence.
15. We take part in the Transport for London Junior Safety Citizenship scheme, which teaches the children about using public transport safely and responsibly.
16. We encourage parents to say goodbye to their children outside school, and then some distance from school, to give the children the experience of arriving without an escort. Towards the end of the end of the Summer Term, Year 6 are actively encouraged to make their own way to/from school (when appropriate). They bring in their own mobile phones which are left with their class teacher throughout the day and returned to them before home time. We use these experiences to discuss ways in which we are safeguarding the children, and ways in which they are safeguarding themselves.
17. We work hard with parents throughout this process, ensuring that they understand our strategies and support their children to benefit from them, developing their independence whilst at the same time ensuring that they are safe.
18. We also advise parents through group meetings and individual meetings on how to best support their children at home.

We do not prepare children for 7+ and 10+ Transfer

Reviewed by AR September 2016

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