

Oaks Park High School

Title of Policy: Primary Liaison

Person responsible: K Wyre

Date for review: 2017

Aims of Liaison

- Ensure continuity between primary and secondary schools with regard to pastoral care and the curriculum.
- Improve the recruitment of students in Year 6 and assist in their transfer to Oaks Park High School.

Outline of Liaison

- Ensure the transfer of all relevant data regarding each student.
- Curriculum liaison relating to subject content, reading styles and learning experiences that span the primary and secondary key stages.
- Pastoral liaison to ensure continuity and a smooth transition between key stages.
- Encourage teachers to visit each other's schools and classrooms.
- Encourage students to participate in appropriate events in the Oaks Park calendar (eg. drama rehearsals, school concerts, taster days, summer schools).
- Promote joint use of facilities and resources, where feasible.

Implementation

- Develop curriculum liaison in English, Mathematics, Science and ICT (other curriculum areas will be added as appropriate).
- Wherever possible Oaks Park facilitate the release of teaching staff for visits to junior schools to meet students and staff/observe and teach lessons.
- Facilitate the release of pastoral staff to ensure appropriate liaison occurs regarding pastoral issues in Year 6 (standard form to be used).
- Ensure all Year 6 primary students visit Oaks Park prior to transfer and parents/carers are invited to Year 6 Open Evenings.
- Provide feedback to junior schools at the end of Year 7.