



September 2012

## **P7 Transition to S1**

Dear Parent / Carer,

I thought I would take an early opportunity to update you on the key milestones in your child's transition to St Paul's Academy. I hope this will be of use, particularly for those of you for whom this is your first experience as a parent / carer of primary-secondary transition.

To kick things off Mr Carroll, Head Teacher at St Paul's, will visit the school to meet with you on Monday, 24<sup>th</sup> September at 6pm, as previously notified.

The children will take part in some 'taster' events during the session, both at St Paul's and in St Clement's, so that they get an idea of what to expect at St Paul's and to meet some of the people who will work with them. Leading this work will be Mrs C. McCready, Depute Head at St Paul's with responsibility for transition, supported by her Guidance and Support for Learning teachers. In previous years this programme has included a Cluster Ceilidh.

Some children may need some additional support with the transition. These children will also take part in holiday clubs and will meet with a member of the St Paul's support team to explore their thoughts about the move. Some additional assessments will also been undertaken with these children and parents/carers will be kept fully informed.

In December, P6/7 Parents/Carers and the children will be invited to St Paul's for an Open Evening and I know that some of you took up this invitation last year.

Also in December, parents/carers will receive a letter informing them of the secondary placement for their child and the process for making a placing request. Prior to this, all pupils will receive a St Paul's Academy Handbook.

The children will have their photographs taken just before Easter for production of their Young Scot Cards, which they will need for School Meals at any secondary school in Dundee. These cards will subsequently be posted to each child's home address. Incidentally, the Young Scot website ([www.youngscot.org.uk](http://www.youngscot.org.uk)) is a great resource for young people aged 11-26 and their parents and I would recommend that you take a look with your child. It has lots of general information about moving to secondary school and details some entitlements which the Young Scot Card brings.

In the summer term, the transition process will accelerate in class. Last year, all P7 children across the St Paul's cluster undertook:

- an ICT project using Scratch software
- a Religious Education study on St Paul's Journey to Damascus and its relevance to their personal journey to secondary school at St Paul's Academy
- an English book study using the Graphic Novel 'Dr Jekyll and Mr Hyde'.
- work on a personal ePortfolio, a way, using Glow, for pupils to evaluate their progress .....

.....progress in learning and their successes and achievements

- ePortfolio work then led into the children, supported by their teachers, producing their P7 Profile, a document introduced across Scotland which is shared with parents and gives a 'snapshot' of the child's progress and achievements from their perspective.

I expect the programme to be broadly similar this session.

These activities will provide a common experience for all the children who are going to St Paul's from its six associated primaries across the city. Some activities in S1 will build on this work and so help to 'bridge' the primary-secondary gap for the children. There will also be visits in May from St Paul's staff from various departments including English and Art to work with the children in class.

To transfer pupil information, Guidance staff from St Paul's will also meet with P7 teachers and me to collect relevant information on the children's learning progress, abilities, personal attributes and support needs. I will also arrange individual transition meetings for parents of children with particular support needs related to transition. In August, each pupil's Seemis and other records will be transferred to the secondary school, giving the school access to all the information which we currently hold.

As a final activity, the children will visit St Paul's Academy on 11<sup>th</sup>, 12<sup>th</sup> and 13<sup>th</sup> June to follow part of their S1 timetable and to take part in many activities, some of which will relate to the cluster projects described above.

The learning activities outlined above will be for all of our P7 children, and will be relevant and appropriate for all. I know that some parents may make Placing Requests for their children to attend other secondary schools. Once the outcome of these requests is known in early April, contact will be made with the relevant school(s) and arrangements made for transition work. Particular activities may be arranged for pupils going elsewhere

I hope this information is of use to you at this exciting and maybe a bit concerning time in your child's education. Please feel free to contact me if there is anything else you wish to know, anything you are worried about or anything else.

Yours sincerely,

A. Macgregor  
Head Teacher