



# TRANSITION – PRIMARY TO SECONDARY SCHOOL POLICY

## RATIONALE

- Primary students leaving year 6 and commencing secondary school are required to cope with a very different environment. It is our responsibility to make this transition as enjoyable and trouble free as possible.

## AIMS

- To provide a smooth and efficient transition from primary to secondary school with additional support provided to those who require it.

## IMPLEMENTATION

- Regional directors coordinate the regional transition program that results in the annual placement of Year 7 students into Victorian government schools.
- Principals of primary and secondary schools implement the regional transition program.
- Transition from primary to secondary school can be both a challenging and an exciting time for both students and parents.
- Transition is planned by the DET, who send a timeline out to schools.
- Our school will appoint a year 6 staff member to coordinate our year 6 to 7 transition program.
- Parents will be encouraged to visit secondary schools during Open School sessions so they can experience the facilities and programs on offer and talk to secondary school staff.
- Making personal appointments with the year 7 coordinator or principal to discuss their child's potential enrolment at the school is to be arranged directly with the secondary school by the individual parent.
- All enrolments will be considered by the secondary enrolment officer appointed by the schools and any local zoning arrangements or rules relating to preferences etc. will be applied.
- After this process, government secondary schools will communicate with each feeder primary school to confirm with them the names of students who have enrolled at their school.
- Information will be sought about each enrolled child from the primary school, and meetings will be organised with parents of children with special needs to discuss programs and resource requirements.
- All year 6 children attending government secondary schools will participate in an Orientation Day in December.

## EVALUATION

- This policy will be reviewed to reflect new regulations and best practice.

## POLICY REVIEW AND APPROVAL

Policy last reviewed	July 2021
Consultation	Staff School Council
Approved	August 2021
Next scheduled review date	July 2024