The Blue Coat School

POLICY FOR MOVING ON: PREPARATION FOR THE NEXT STAGE OF EDUCATION

Approved by the Governors' Teaching, Learning and Curriculum Committee _____

Signed: _____

(A Poole – Chair of Teaching, Learning and Curriculum Committee)

Date of Next Review: Michaelmas 2027

This Policy for Moving On: Preparation for the Next Stage of Education was devised by the Academic Lead and the Senior School Liaison in consultation with the Academic Team.

The Blue Coat School Birmingham Limited

POLICY FOR MOVING ON: PREPARATION FOR THE NEXT STAGE OF EDUCATION

1. INTRODUCTION

1.1
At The Blue Coat School members of staff aim to ensure that every child is well prepared for the move to the next stage of his or her education, whether within or beyond the school. The importance of ensuring that parents receive timely information and that they are able to meet key staff and teachers at or before the point of transfer is recognised. This Policy sets out the ways in which children are prepared for these key transfers. It is hoped, by these means, to provide an education that is seen as continuous and progressive, each step leading logically to the next, culminating in a successful move to Senior School.

1.2
The main entry points to the Blue Coat School are Nursery for children aged 3 – 4 or Year 3 for children aged 7. Full details about admissions are set out in the Admissions and Attendance Policy and Procedures.

2. EARLY YEARS FOUNDATION STAGE TO KEY STAGE 1

2.1
Reception children join with Years 1 and 2 for joint assemblies once a week led by the Headmaster. Nursery children join this Headmaster's assembly during the Lent and Trinity terms. The Head of Pre-Prep and the Deputy Head Pre-Prep lead an assembly for the Reception and Nursery children once a week during which birthdays are celebrated and awards are given out for good work and for a child who has shown one of The Blue Coat School Values during the week. Children in Nursery and Reception children attend Whole School Assemblies during the year.

2.2
Children in Nursery and Reception join those in Key Stage 1 for parties, fundraising events and dress rehearsal performances and services. They visit their new classrooms and meet their new teachers shortly before the end of the Trinity Term.

2.3
Year Group Parent Workshops are held during the school year. Parents are given guidance about how they can help support their child as part of these Parent Workshops.

2.4
In September, all children in Pre-Prep are invited into school to meet their Class Teacher and Teaching Assistant before the start of the Michaelmas Term. This allows the children to settle before the first day of term.

3. PRE-PREP TO PREP

3.1
As they progress through Pre-Prep, the children become increasingly aware of life in Prep. Pre-Prep children use the same Dining Hall as the Prep children. Reception children start to collect their lunches from the serving area during the Lent Term. From Year 1 onwards the children collect their lunch from the serving area. Pre-Prep children visit the Prep School Hall for special Assemblies and Year 2 perform their Christmas production in the School Hall. Children in Reception, Year 1 and Year 2 use the Prep School Hall or Atrium to take part in Living History workshops and other enrichment days. From Year 1 onwards the children use

the main playground, with its adventure trail and climber. Events are planned throughout the school year such as World Book Day, charity days and assemblies where the whole school comes together. Pre-Prep children become used to mixing with the Prep children and visiting their classrooms. Opportunities are provided for Prep pupils to visit Pre-Prep children to read stories and support in other learning activities.

3.2
Pre-Prep children use the School Chapel for their Harvest Thanksgiving Services, their Carol Services, the Year 1 Mothers' Day Service, their Easter Services and the end of year Chapel Services.

3.3
Nursery and Reception children use the Sports Centre for PE and children in Reception also use the Sports Centre for swimming. From Year 1 onwards, PE and Games lessons are taught in the Sports Centre. In Year 1, the children explore various parts of the campus as they complete their project on The Blue Coat School – its history and geography. They meet various members of staff who tell them about their roles in the school – the Headmaster, the Chaplain, the groundsmen, the cleaners, the secretaries and the School Matrons.

3.4
In the Trinity Term, the Year 2 parents are invited to an Open Morning to tour Prep. They have the opportunity to visit the Year 3 classrooms, the Year Group Hubs and the main Prep teaching block as well as to ask any questions.

3.5
In the Trinity Term, a Whole School 'Moving Up' Day is held, with children in each group spending the day in their classroom for the coming academic year. Any children who will be joining the school in the coming academic year are also invited to attend. The Year 3 Form Tutors visit the Year 2 children in their classrooms during lessons in the Trinity Term. Information about the needs of the children is transferred to the Form Tutors.

3.6
In the Trinity Term children from Year 2 attend a 'Sorting Hat' assembly where they are sorted into their Prep Houses.

3.7
In September, all children moving into Year 3 are invited into school to meet their Form Tutor and other year group staff on the afternoon before the start of the Michaelmas Term. This allows the children to settle into their Form rooms and their Year Group House before the first day of term.

4. PREP TO SENIOR SCHOOL

4.1
In Years 3 and 4, the children are taught for key subjects by their Form Tutor, who plays a key role in integrating them into Prep life. Music, Creative Arts, PE, Computing and Languages are all taught by specialist subject teachers; pupils move to specialist rooms for some of those lessons, under the direct supervision of staff. Older pupils in each Prep House are encouraged to look after Year 3 pupils as part of the House 'Buddy' system, to help answer questions and give advice.

4.2
In Year 5, the preparation for Senior School entrance starts in earnest: the children usually take their first tests early in Year 6. They receive lessons in Verbal and Non-verbal Reasoning to familiarise them with the questions that will be asked in 11+ examinations (Verbal Reasoning lessons are taught from Year 4). The Senior Schools Liaison leads an Information Evening in the Michaelmas Term for parents of Year 5 children at which full details of the options available are given, and the whole admissions process is explained. In the Lent Term, parents of Year 5 pupils are invited to a 1:1 consultation with a senior member of staff to discuss

individual school options for their child. The parents of Year 5 pupils are encouraged to attend information evenings delivered by the Heads of Senior Schools, held at The Blue Coat School during the Lent Term. Heads and relevant representatives from the Senior Schools to which Blue Coat children customarily proceed are invited to give first-hand information on the choices and opportunities available to our Year 5 parents. Following tests in the Trinity Term, another Year 5 Parents' Evening is held, offering parents and staff the opportunity to discuss progress over the year, to analyse assessment performance, to determine realistic 11+ options and to agree the work that should be undertaken over the summer holiday to maximise the children's chances of success. Early in the Michaelmas Term, Year 6 parents are offered a parent drop-in to share 11+ Grammar scores with the Senior Schools Liaison and receive advice regarding the completion of the Local Authority preference form.

4.3
It is intended that Year 6 should be of significant importance and assistance to the children as they prepare for the transfer to Senior School. The teaching programme, particularly in English and Mathematics, is focused clearly on 11+ and Senior School entry preparation. The Senior Schools Liaison and Year 5 Pastoral Tutors gather together academic and pastoral information from children, Tutors and parents. This is used to compile a profile in order to support the application to a prospective Senior School or transfer to the final Senior School. General preparation and practice is also given in interview techniques by the Year 6 Form Tutors and Year 6 English Tutors.

4.4
Some of the Year 6 pupils are appointed as School Leaders, Sports Captains, Music Captains, Chapel Monitors and Librarians. Members of staff aim to give every child in his or her final year at The Blue Coat School an opportunity to lead and to show real initiative.

4.5
Year 6 pupils attend Senior Schools' Induction Days where appropriate, and they are sometimes visited at The Blue Coat School by Induction Tutors from the Senior Schools.

6. INFORMATION BOOKLETS

6.1
All parents receive the BCS Parents' Handbook. Parents with children in Nursery and Reception receive a half termly curriculum booklet. Parents with children in Years 1 to 6 receive termly curriculum booklets. These are in addition to the newsletters, letters, calendars and other information that are available during the year.

7. POLICY REVIEW

7.1
This Policy will be reviewed annually and approved by the Governors' Teaching, Learning and Curriculum Committee.