



PORTLETHEN CLUSTER PRIMARY TO SECONDARY TRANSITION PROGRAMME

ACTIVITY	TIME
SfL build up knowledge of pupils to inform class composition and provide information for teaching staff	P1 – P7 inclusive
Liaison via SLG and LMG meetings	Ongoing
Attendance of all P7 pupils at dress rehearsal for Panto.	December
P7 Parents' Information Meeting including tour of school	February/March
Attendance of all P7 pupils at Eco day	November/December
Work of Active School Coordinator	Ongoing
Year Head and Guidance team workshop in primary school and issue of new school booklets	May
Supported pupils visits to Academy	Feb- May
INCAS Assessments in Academy computing rooms	From May 2016
Maths staff visits to primaries	April/May
CLD have developed and deliver a two hour workshop for each P7 class, in the network, that deals with the issues surrounding the journey from primary to secondary school.	May/June
CLD bring P7 pupils together in the social environment of the local youth centre – Porty Cabin – All P7 pupils are invited to one evening session, schools are mixed to provide opportunities to meet new peers, and team building/get to know activities are tailored for the purpose of integration and the building of new and positive relationships.	May/June
3 day Induction Visit. Prefect, Guidance staff and SfL support throughout. Classes organised using transfer information sheets produced by primary and INCAS data.	June
Parents' Evening – SLT, Guidance staff and prefects. Follow up to Induction Visit and opportunity for out of zone parents get a tour of the school	June
P7 profiles available for staff	June
PASS – Portlethen Academy Sure Start (3 days of activities) coordinated by school staff and CLD for identified pupils	August
S1 supported through the first week of Academy timetable (SfL staff, Guidance staff and prefects)	August
Healthy Breakfast – health promotion activity	September
S1 parents attend Open Day and visit classes	March
House Events supported by prefects	Ongoing
Ongoing contact with Pupil Support Worker and School Nurse	As required