Philosophical Basis:

Primary school transition concerns the move from preschool to primary school and the move from primary school to post-primary school.

The Doncaster Gardens Primary School Transition Policy should ensure that the move into a new phase of schooling is happy and non-threatening, and based on an accurate knowledge of the organisation, expectations and structure of the school.

Guidelines:

- The Foundation transition coordinator and Year 6 transition coordinator will ensure that parents of children moving into the Foundation year and Year 7 understand what the education system offers them and what is expected of them.
- An Information Evening for parents of potential Foundation children will allow for the dissemination of information about the school’s organisation, structure and expectations of parents and their children.
- Foundation and Year 6 teachers will liaise with local preschools and post-primary schools.
- Parents and students at Year 5 and 6 levels will be given the opportunity to make informed choices about post-primary schools that are the most appropriate.
- Students will be able to visit post-primary schools to see the schools’ programs in action and to meet teachers.

Implementation:

- Liaison between Doncaster Gardens Primary School and local secondary schools and preschools will be ongoing throughout the year.
- Foundation transition sessions (the “Ready, Set, Go” program) will be held during the school year.
- An annual Foundation Information night will be held.
- Families of children enrolling in Foundation for the following year will be notified about the information night and orientation programs, and made to feel welcome in their new school.
- Information will be given to local child care centres and preschools about Doncaster Gardens Primary School.
- Information sessions for students and/or parents regarding Year 7 transition and/or local government secondary schools will be advertised and distributed to parents via students in Years 5 and 6.
- Doncaster Gardens Primary School welcomes visits from representatives of local government schools to discuss their respective school’s programs.
- Year 6-7 transition information to be disseminated by the Transition Coordinator as it becomes available from DEECD.
- Year 7 placement forms will be distributed and collected in accordance with DEECD requirements.
- Post-primary schools will advise Doncaster Gardens Primary School of placements.
- Any appeal processes will be implemented in accordance with DEECD policy.
- Year 6-7 Orientation Day will be held in December, as determined by the DEECD.

Evaluation:

- This program will be evaluated by the efficiency involved in collating student preferences, processing of appeals and ensuring all Year 6 students are appropriately placed in post-primary schools.
- This program will be evaluated by the ease with which the children make the transition.
- This policy will be reviewed every three years as part of the policy review cycle.