

## **Ysgol Dyffryn Conwy Catchment Area KS2-3 Transition Plan 2023/24**

### **1. Setting Context:**

The Dyffryn Conwy Catchment Area is geographically wide and is served by 15 Primary Schools and Ysgol Dyffryn Conwy.

The catchment area includes Schools of different sizes that serve rural areas and the town of Llanrwst. All but two schools are in the Welsh Medium Category, while two schools are Category B schools. The linguistic and educational partnership with our Primary schools has been a key element of the successful change in our linguistic medium and this is specifically is an exciting time with the new categorization as Ysgol Dyffryn Conwy has moved to category 3 - Welsh Medium Secondary since September 2023.

The Strategic partnership between Ysgol Dyffryn Conwy and our Primary partners is a key one for us as a school and one we are very proud of. It is now recognised this partnership, its impact, and the intentions for strategic planning for the future as good practice from the LA, Estyn, GWE and WG Officers.

As part of a response to raising standards in key areas such as the different Areas of Learning and Experience - Language, Literacy and Communication, Mathematics and Numeracy we have planned to jointly fund training and CPD; to look at progress and to share resources and harmonize learning and teaching methods. We now plan together at a strategic level and have started to align our governance processes and documentation in order to share good practice and support each other.

We have a strategic vision and a strong desire to develop the partnership that already exists in the Catchment Area for the benefit of our pupils, our staff and our community. We see this as a strength in a period of reduction in external support and an increase in sharing good practices, expertise and resources at local level. We will jointly plan to implement this vision in our plans for 2023/24 and beyond recognizing that we have a range of expertise and resources that we can take advantage of in order to add capacity at managerial, educational, support level ( administrative, financial, ICT and educational) and resources when working together across the catchment area.

**The supplementary Transfer Plans were drawn up as a response to the statutory requirements from WG for KS2-3 Transfer plans (Circular 30/2006).**

## **Conwy Valley Catchment Schools:**

### Ysgol Dyffryn Conwy (Secondary)

1. Ysgol Bro Gwydir
2. Ysgol Llanddoged
3. Ysgol Capel Garmon
4. Ysgol Ysbyty Ifan
5. Ysgol Betws-y-Coed
6. Ysgol Dolwyddelan
7. Ysgol Penmachno
8. Ysgol Pentrefoelas
9. Ysgol Cerrigydrudion
10. Ysgol Bro Cernyw
11. Ysgol Dyffryn yr Enfys
12. Ysgol Eglwysbach
13. Ysgol Glan Conwy
14. Ysgol Bro Aled
15. Ysgol Talhaiarn

Although the numbers who transfer from year 6 of the above Primary schools may vary from year to year there is good consistency in the pattern of transfers from Catchment area schools to YDC. As a result, the above schools respond to the legal requirements for drawing up transfer plans to the catchment area (i.e. more than half of the pupils transfer to Ysgol Dyffryn Conwy from the primary school).

## **2. The intention of the Transition Plan:**

- i. **To ensure that a Secondary school and the Primary schools that feed it build on a solid foundation of collaboration to ensure improved consistency in curriculum provision;**
- ii. **To outline arrangements for coordinating transfer arrangements;**
- iii. **Joint planning on elements of the curriculum and sharing good practices including linguistic progression;**
- iv. **Improving consistency in learning and teaching methods and strategies including sharing good practice, and joint training / CPD;**
- v. **Ensuring consistency in assessment, monitoring and tracking pupils' progress according to their previous attainment e.g. by standardizing and moderating pupils' work, sharing information about pupils' attainment, assessments and progress effectively; and**
- vi. **Assessing the impact of the policy and acting on standards and joint planning for future priorities and improvements.**

**The Transfer plan is reviewed** Annually by drawing up an Action Plan for the next academic year based on agreed local, LA and National priorities together with national grant schemes (GAG and Trochi, GEY, GAD).

## **3) Advantages of an Agreed Transition Plan:**

- Improvement in pupils' learning experiences and outcomes as they transfer from KS2 avoiding situations of repetition and lack of challenge;
- Progress in teaching the pupils across the key stages including building on previous content, skills and methodology;
- Improvement in sharing information between primary and secondary schools so that secondary teachers have a clear and detailed picture of pupils' strengths and the aspects that need attention;
- A collaborative and constructive partnership between schools and teachers in both sectors in order to share good practice and learn from each other;
- Consistency and improvement in pupils' assessment results based on an agreed understanding of assessment requirements and characteristics, especially when transferring from year 6 to 7;
- Improvement in the pupils' social and pastoral transition so that they do not see the process of transition from primary to secondary school as difficult and worrying; they have an understanding of the procedures and position of the secondary school before they transfer and an opportunity for them to get to know some of the teachers who will teach them and some of the subjects they will teach.

## **4) Contents of a Transition Plan:**

A transfer plan is expected to refer to:

1. Transition management and coordination.

2. Joint planning for the curriculum.
3. Arrangements for ensuring consistency in learning and teaching strategies.
4. Consistency in assessment.
5. Assess the impact of the policy and implement it.

**The Policy was approved on behalf of the Catchment Area School Governing Bodies by:**

<b>SCHOOL:</b>	<b>HEAD:</b>
1. Ysgol Dyffryn Conwy (Secondary)	<b>Mr Owain Gethin Davies</b>
2. Ysgol Bro Gwydir	<b>Mrs Bethan Jones</b>
3. Ysgol Llanddoded	<b>Mr Gareth Lloyd Davies</b>
4. Ysgol Ysbyty Ifan	<b>Mr Gareth Lloyd Davies</b>
Capel Coed-Elan Schools (Federalisation)	<b>Mrs Nia Jones – Artell</b>
5. Ysgol Capel Garmon	
6. Ysgol Betws-y-Coed	
7. Ysgol Dolwyddelan	
8. Ysgol Penmachno	<b>Mrs Eilw Emlyn Roberts</b>
9. Ysgol Pentrefoelas	<b>Mr Rhodri Evans</b>
10. Ysgol Cerrigydrudion	<b>Mrs Eirlys Edwards</b>
11. Ysgol Bro Cernyw	<b>Mrs Sioned Green</b>
12. Ysgol Dyffryn yr Enfys	<b>Mrs Karen Owen</b>
13. Ysgol Eglwysbach	<b>Mrs Nia Daly</b>
14. Ysgol Glan Conwy	<b>Mrs Eifiona Price Williams</b>
15. Ysgol Bro Aled	<b>Miss Einir Jones</b>
16. Ysgol Talhaiarn	<b>Mrs Llinos Mevel</b>

Date of Latest Review: \_\_\_\_\_ November 2023 \_\_\_\_\_

**Appendix A: Ysgol Dyffryn Conwy Primary-Secondary Action Plan 2023/24**

	<b>Priority:</b>	<b>Steps of action:</b>	<b>Desired Outcomes:</b>	<b>Who?</b>	<b>When?</b>	<b>Finance?</b>
<p><b>NORMAL TRANSITION ARRANGEMENTS: PUPILS' WELLBEING AND PROGRESS</b></p>	<p>1. Continue to ensure effective transition arrangements for year 5 and 6 pupils.</p>	<p>1.1 Organize visiting and induction days for a year <b>1-2-3/7/24</b>.</p> <p>1.2 Open night arrangements for year 5 and 6 and their parents (4/10/23) and parents' night for year 6 (2/7/24).</p> <p>1.3 Transition visits by the Head, Head of Year 7 and 12 Progress, ALNCO and year 7 pupils (Spring / Summer 2024).</p> <p>1.4 Additional visits for pupils who will transfer to the ALN unit and collaboration between the ALNCO of the secondary and primary schools.</p> <p>1.5 Additional visits for MAT pupils - numeracy (Mathematics Challenge).</p> <p>5. Future Skills support with visits and workshops by Josh Payne Evans.</p> <p>1.6 Continue to expand the opportunities to use specialist YDC tools from the Catchment Area - science, technology, Physical Education ... and develop Successful Future transition plans</p> <p>1.7 Adding to the transition activities through the role of Rugby Hub Officer and Physical Education Department. Organizing a Rugby day during the Spring Term at Ysgol Dyffryn Conwy.</p> <p>1.8 Sharing Copies of the Ysgol Dyffryn Conwy Prospectus with Primary pupils</p>	<p>Year 6 pupils who are transferring to the school have had the opportunity to familiarize themselves with the site, meet teachers and their form tutors, meet older pupils including pupils from the 6th form and have had a taste of various lessons and learning activities.</p> <p>Parents and pupils have the opportunity to visit the site, to discuss with SMT and subject teachers and to discuss and ask questions about the school.</p> <p>Pupils who transfer to the ALN Unit have had the opportunity to meet the Unit's staff, to spend time in the unit and to learn about the unit's daily arrangements. The worries of pupils and their parents have been alleviated.</p> <p>MAT pupils have opportunities to meet, learn together and extend their literacy and numeracy skills together.</p> <p>Younger pupils develop confidence when visiting YDC and gain experiences of using specialist equipment.</p>	<p>Year 6 pupils OGD (administrative arrangements) LMJ/RE/RB arrangements of the day</p> <p>SMT, OGD arrangements for the open evening</p> <p>LMJ, RE the arrangements of the day.</p> <p>BEJ/AHE, EG TC/EWJ</p>	<p>October 2023 July 2024</p> <p>June and July 2024 June / July 2024</p> <p>October 2023 June 2024</p>	<p>Bus hire costs Transport costs according to demand Travel costs for the pupils and resources as appropriate. Advertisements on the website and in the Weekly News (YDC)</p>

		<p>in order to share ethos and experiences.</p> <p>1.9 Sharing video clips on the school's YouTube Channel</p> <p>2.0 Step Forward Booklet for all Year 6 learners</p>	<p>Primary pupils involved in participation in extracurricular activities and get to know each other through that e.g. Clwb Nant Conwy, use of the leisure center throughout the school, multi-sport activities...</p> <p>Primary pupils and their parents are aware of the school's wider successes and experiences.</p>	<p>Primary Heads + OGD, EG, RB, RE, LMJ, JT,</p> <p>RJ/IJ,</p>		
<p>2. <b>NORMAL TRANSITION ARRANGEMENTS: PUPILS' WELLBEING AND PROGRESS</b></p>	<p>Ensure that information from previous attainment is effectively transferred between KS2-3 including the outcomes of the national reading and numeracy tests.</p>	<p>2.1 Meeting of the Heads of the Catchment Area and the Year 7 Progress Head, Deputy Head and the YDC ALN Coordinator</p> <p>2.2. Visits by the Head of Year to each primary school in order to meet the pupils, discuss with the class teachers and the Headteachers.</p> <p>2.3 Visits by the ALN Coordinator to meet with individual pupils. Also take part in annual reviews of ALN year 6 pupils in the Catchment Area and plan early intervention where necessary for pre-school pupils.</p>	<p>Further develop the partnership between the leaders of the Catchment Area in order to share information, identify priorities and plan together.</p> <p>Information is used effectively in order to organize learning classes based on previous attainment, friends and background pastoral information.</p> <p>Information from the national tests is used by all schools in order to identify joint priorities and for planning intervention and extension programming (e.g. Summer school, MAT numeracy and language workshops)</p> <p>ALN pupils' information and needs is effectively transferred and fed into the school's pupil tracking and tracing systems (SIMS), fed into the pupils' individual education plans,</p>	<p>Primary Heads OGD, LMJ/RB, RE, EG KS2 Teachers, Headteachers and/or Coordinators of Primary Schools in the Catchment Area EG and AHE (YDC literacy and numeracy coordinators) RE a LMJ YDC teaching and learning support staff</p>	<p>September 2023 onwards</p> <p>June-September 2023 and 2024</p> <p>June-September 2024 and 2024</p>	<p>Travel costs where applicable.</p> <p>Non-contact time for the Numeracy Coordinator</p> <p>Non-contact time for the P Year / ALN Coordinator</p>

			and shared with teachers and learning support assistants. The information is used to plan, monitor progress and report on pupils' progress.		June-September 2023 and 2024	
<b>3. NORMAL TRANSITION ARRANGEMENTS: PUPILS' WELFARE AND PROGRESS</b>	Continue to ensure an appropriate linguistic progression for year 6 pupils as they transfer to year 7 as part of Conwy's Welsh Language Education Strategy.	Year 6 pupils transfer to the appropriate Welsh-medium classes to ensure that they continue to make progress in the Welsh language - either through a first language track or immersion support.	<p>Visits by the Head of year to collect KS2 information and data including a discussion about pupils' achievement in the Welsh language and their linguistic track. Pupils are placed in groups which are appropriate to their language track in KS2 and its linguistic needs for language and language across the curriculum. All following a first language track.</p> <p>Provide resources and linguistic immersion lessons for groups of schools / learners who need support during the year from October 2023 – Summer 2024. Make a Late immersion LLC application for funds to support Welsh teachers to support Year 6 learners.</p>	RE/LMJ/RB / OGD/ GO KS2 Teachers and Primary Heads	<p>May-June 2024</p> <p>By the year 6 visit at the end of June 2024</p>	<p>Travel costs where applicable.</p> <p>Non-contact time for the P Year</p> <p>Late YDC immersion grant application</p> <p>£52,000</p>
<b>4. Assessment / PROGRESS KS2-3</b>	Joint response to the CPD needs of our staff - Assessment and Progress KS2-3; and raising	Staff working together on planning, developing strategies, methods and agreed learning and teaching resources in order to continue to respond to the Language and Mathematics / Numeracy Study Programs and work together to transition to a Curriculum for Wales in	The catchment area responding to the transitional requirements from GWE and WG for assessment and progress and starting to look at the requirements of a Curriculum for Wales from Summer 2024: English KS2-3 Welsh KS2-3 Mathematics and Numeracy KS2-3	Primary Heads and EWD/BEJ/AHE/EG /RE/TC/EWJ	October – Summer 2023/24	



	standards in the core subjects and national tests.	<p>the subjects of language and mathematics and numeracy. Agreed strategies, methods and resources are used to ensure consistency and progression between key stages and schools in the Catchment Area.</p> <p>A joint day for language MdaPh Language, Literacy and Communication (Welsh and English).</p> <p>Joint day for Mathematics and Numeracy.</p> <p>Joint day for Digital Competence / Digital Learning Working Group.</p> <p>1 progress day for final learners Summer 2024.</p>	<p>Look at the progress journey of learners completed within the expected timeline before the end of May 2024.</p> <p>Sharing good practice from schools in the catchment area in the Mda Ph Language, Communication and Literacy, Mathematics and Numeracy and Digital Competence.</p>		<p>October/ Spring</p> <p>Summer Term</p>	
<b>5. BUSINESS MANAGERS SCHEME</b>	Strategic joint planning in order to share resources and expertise for the future: Catchment Business Managers	Joint planning meetings, for the 2 business managers; meetings to review progress and identify needs.	<p>Strategic use is made of funding, resources and staff at catchment level for the benefit of our pupils, staff and the wider community.</p> <p>-</p>	Primary Heads, SMT YDC, DW	<p>Seasonal Meetings October, January, April, June</p> <p>Medi 2023</p> <p>October 2023</p>	Business case costs

					April 24	
<b>6. CURRICULUM FOR WALES</b>	<p>Joint planning and sharing of resources and specialties for</p> <p>Priority to I: i) AofL Literacy, Communication and Languages ii) Strategic Planning for Curriculum for Wales following the publication of Curriculum Frameworks and Guidelines for Wales - January 2022.</p>	<p>Follow-up to the Let's Think Project and KS2-3 Foreign Languages project plan for GWE. Continue to collaborate on the project and evaluate impact.</p> <p>Meeting as Catchment Heads to familiarize themselves with the curriculum in order to plan strategic planning activities for 2023 /2024 onwards.</p> <p>Link this with the new Professional Standards and the 2023/24 Professional Learning funding where appropriate. Collaboration on pedagogy.</p> <p><b>Co-plan an additional Curriculum for Wales INSET day JANUARY 2024 and JUNE 2024.</b></p>	<p>Priority 1 for Languages, Literacy and Communication – Projects, Welsh and English Literacy</p> <p>Priority 2 – Digital Competence / Digital Learning Working Group. – sharing experiences and resources and joint planning along the continuum with Ricky Jones</p>	<p>P French/ITM Department and French/ITM Department, WEW ITM Adviser, KS2 Teachers, LET's THINK and the English Department.</p> <p>NJA/EG-OGD and Primary Heads + YDC and Catchment Staff</p> <p>RJ /Digital Coordinator</p> <p>All schools in the Catchment Area.</p>	<p>Autumn Term On - year cycle</p> <p>In accordance with the WWE and LICymru scheme</p>	
<b>ALN transformation</b>	<p>1. ALN Transformation Facilitator Scheme</p>	<p>In accordance with the WE/LLCymru ALN Transition Facilitation plan.</p> <p>Ensure that staff, governors and parents receive timely information and guidance about the ALN transition. Joint planning and collaboration in order to ensure</p>	<p>Response to the guidance of GWE/LA Conwy on the ALN Transformation agenda to ensure that all schools in the catchment area are ready for the statutory changes from 2021 and work together to that end.</p>	<p>The schools' ALN Coordinators and the Catchment Area Facilitator + Chair of YDC Catchment Area ALN Meetings</p>	<p>2023/24, forward in accordance with the timing of the plan</p>	<p>Devolved budget</p>

	2. Decentralization of SLA Learning Assistants ALN Catchment Area	<p>progression in provision and coordinated support for ALN pupils in the catchment area as they progress towards 2023/24 and statutory changes.</p> <p>Continue with arrangements for moderating ALN teaching assistants at Catchment area level by Conwy LA.</p>	Respond strategically and actively to Conwy LA's intention to devolve the budget and moderation arrangements of ALN Assistants at Catchment Area level and collaborate at catchment area level to that end.	Conwy LA Officers Catchment Area ALN Heads/Coordinators.	In the financial year 2024/25.	
<b>The Welsh language</b>	Collaborate as a catchment area as part of Conwy's Welsh Language Education Strategy and Regional Welsh Plan.	<ol style="list-style-type: none"> <li>1. Identifying a catchment area facilitator and individuals who are already leading on the Welsh/Language Charter within the schools of the catchment area.</li> <li>2. Collaborate in order to draw up a manageable plan making appropriate use of county human resources such as the Advisory Teacher Team in order to add capacity and share good practice.</li> <li>3. Sharing information from the relevant strategic and CPD meetings in order to support schools in the catchment area to respond to the priority and goal of one million speakers by 2050.</li> <li>4. Joint planning of strategic use of additional and scarce financial resources in order to support the priority.</li> </ol>	Add capacity in order to respond strategically to this priority and continue to develop the Welsh language in the Catchment Area and jointly with Ysgol y Creuddyn and its Catchment Area in the county. There are very few schools beyond the two catchment areas that develop pupils who are truly bilingual.	<p>Facilitators of the Welsh Language School and Catchment Area.</p> <p>All schools in the Catchment Area.</p> <p>All Catchment Area staff.</p> <p>Conwy's advisory Teacher Team.</p>	2023/24 according to the relevant LA and WEB meetings.	Relevant funding through the GWE Welsh Language Cluster scheme.

**Transition / Assessment Plan for 2023 – 2024**

Period	Date	Lle? Diary
Half term 1 (October)	9/10/2023	Ysgol Dyffryn Conwy 2pm  Primary / Secondary Heads  <b>Agenda</b>  - School Curriculum - Start of year progress tests
Half term 2 (October)	30/11/2023	Ysgol Dyffryn Conwy (2pm – 3:30pm)  Primary / Secondary Heads  <b>Agenda</b>  - Planning a Primary / Secondary Transition Plan - Digital Competence Framework - Primary / Secondary Transfer
Half term 1 (Spring)	08/01/2023	<b>INSET PRIMARY / SECONDARY</b>  - ASD Training - TA
Half term 1 (Spring)	25/01/2023	Ysgol Dyffryn Conwy (2pm – 3:30pm)  Primary / Secondary Heads  <b>Agenda</b>  - Literacy AofL collaboration arrangements  - HMS Easter 2024 arrangements

		<ul style="list-style-type: none"> <li>- Transition Primary / Secondary transfer (update)</li> </ul>
Half term 1 (Spring)	18/01/2023	<p>Digital Competence Framework (half day)</p> <ul style="list-style-type: none"> <li>- Look specifically at one aspect of the framework</li> <li>- Share good practice</li> <li>- Consider training needs moving forward</li> </ul>
Half term 2 (Spring)	To be confirmed	<p>Ysgol Dyffryn Conwy (9am – 12:00pm)</p> <p>AofL Literacy Primary / Secondary</p> <p><b>Agenda</b></p> <ul style="list-style-type: none"> <li>- Planning / Literacy Resources</li> <li>- Reading Comprehension</li> <li>- Let's Think</li> <li>- Look at good practice in terms of resources / collaboration</li> <li>- Scrutiny of learners' work</li> </ul>
Half term 1 (Summer)	08/04/2024	<p><b>HMS PRIMARY / ADVANCED</b></p> <ul style="list-style-type: none"> <li>- Digital Competence Training (leaders within the cluster)</li> <li>- Training of Assistants</li> <li>- Foundation Learning Training</li> <li>- Any priorities following the headteachers meeting.</li> </ul>
Half term 1 (Summer)	To be confirmed	<p>Digital Competence Framework (half day)</p> <ul style="list-style-type: none"> <li>- Look specifically at one aspect of the framework (different from term 2)</li> </ul>

		<ul style="list-style-type: none"> <li>- Share good practice following the Term 2 meeting</li> <li>- Consider training needs moving forward / Skills Audit</li> </ul>
Half term 2 (Summer)	To be confirmed	<p>Ysgol Dyffryn Conwy (9am – 12:00pm)</p> <p>Primary / Secondary Heads (or Year 5/6 staff)</p> <p><b>Agenda</b></p> <ul style="list-style-type: none"> <li>- School Curriculum September 2024</li> <li>- Support learners' progress</li> <li>- End of year progress tests</li> </ul>

**IMPORTANT DATES Primary-Secondary:**

Visiting Day Yr. 6 1	21-22/09/2023
Visiting Days Yr. 6 2 and 3	1-2-3 /7/2024
Open Night for Parents Yr. 5 and 6	4/10/23
Year 6 Parents' Night	<b>Tuesday evening – 2/07/24 (5.00pm – 6.00pm)</b>
Rugby Tournament	– date to be confirmed
(Maths Challenge)	– date to be confirmed
<b>Progress of Summer 2024 learners</b>	– date to be confirmed
National Tests	– date to be confirmed
<b>Curriculum for Wales HMS</b>	<b>January 2024 / JUNE 2024</b>
<b>Catchment Heads</b>	<b>Meetings: 30/11/23, Spring and Summer Term to be arranged.</b>