



Ryhope Infant School Academy

Information Sharing Report.

Review date: September 2024
Next review date: September 2025
Person in charge: Miss Lumsden SENDCo

Question 12: How will we support your child when they are leaving this school? OR moving on to another class?

We recognise that transitions can be difficult for a child with SEND and take steps to ensure that any transition is as smooth as possible.

If your child is moving to another school:

- We will contact the school SENDCO and ensure he/she knows about any special arrangements or support that need to be made for your child.
- We will make sure that all records about your child are passed on as soon as possible.
- If your child has an EHCP, the LA will take the lead on their transition to another setting.

When moving classes in school:

- Information will be passed on to the new class teacher IN ADVANCE and in most cases, a planning meeting will take place with the new teacher. Support plans will be shared with the new teacher.
- Staff from your child's new year group will visit them in their current year group as well as arranging several visits to the new environment – building up relationships before the move. Parents/Carers will also be invited to meet key staff.
- All children on the school's SEN register will receive a transition book to support them during change into another year group. This will be individualised with regard to teacher, classmates and environment and will be sent home for use by the child's family prior to the change occurring.
- All children with a ASD diagnosis will have a personal 'passport' which will be shared with new staff prior to changes occurring.

In Year 2:

- The SENDCO will discuss the specific needs of your child with the SENDCO of their junior school.
- Where possible your child will visit their new school on several occasions and in some cases staff from the new school will visit your child in this school.



- The SENDCO at the junior school will be invited to an SEND review in the summer term, alongside the parent/carer.