

Purpose

The O'Connor Cooperative School is proud to be an Early Childhood ACT government school, the first in the public education system in the ACT. We know that families appreciate our small size and exemplary program. Whilst the transition from Year 2 at O'Connor Cooperative School to Year 3 in another school is exciting, careful management of the process is required to ensure a successful and smooth transition. The following guidelines have been developed to support our children, families and community through the process.

Process

The majority of our children transition to Lyneham Primary School or Turner School. Accordingly, O'Connor Cooperative School works closely with both those schools and support with targeted transition activities each year. Children transitioning to other ACT schools will be supported through a process negotiated with the family.

Our year 2 students participate in a variety of activities in preparation for their transition to year 3. Participating in carnivals and events with our cluster schools enables our students to interact with peers from our neighbouring schools, meet some of the teachers and 'get a feel' for life in a larger school, whilst maintaining the security of class peers and O'Connor Cooperative School staff.

All year 2 children will have the opportunity to be involved in whole class transition activities such as carnivals and events at Turner and Lyneham schools. When visiting other schools as a class group, the children have the opportunity to become familiar with each site, noting things which are similar and different to our school and ask any questions they may be wondering about.

O'Connor Cooperative School works closely with teachers and school executive at the receiving public schools to ensure children are supported in the process and class structures for year 3 taking into account the needs of individual children.

Transition Timetable

Upon enrolment into the school

- Information provided to families about the ACT Education and Training Directorate Priority Placement Area policy

Throughout time at O'Connor Cooperative School

- Information provided to families about events at Turner School and Lyneham Primary School e.g. fetes

In Year 2

Term 1

- Discussion at 'Getting to Know You' interviews about anticipated school for the following year if not already known
- Participation in any relevant carnivals/events (Lyneham Primary School and Turner School) enabling students to meet peers, staff and 'get a feel' for life within the larger school environment
- Information distributed regarding Turner and Lyneham information sessions

Term 2

- Parents attend the information session at their local PPA school and meet the Lyneham Primary School and /or Turner School principals
 - Information evenings/interviews/tours as organised by the receiving schools
 - **Parents are required to complete the transfer online enrolment process and advise the O'Connor Cooperative school principal and the receiving school principal during May.**
- http://www.det.act.gov.au/school_education/enrolling_in_an_act_public_school
- Participation in any relevant carnivals/events (Lyneham Primary and Turner School)

Term 3

- Arranged transition visits Lyneham Primary School/Turner School may take place
- Participation in any relevant carnivals / events (Lyneham Primary School and Turner School)
- Ex O'Connor Cooperative School children from Lyneham Primary School and Turner School may come to O'Connor Cooperative School for discussion group

Term 4

- Book pack / stationery / uniform orders for year 3 distributed to families
- Children participate in arranged transition visits (Lyneham Primary School and Turner School)

At all stages throughout the transition process all ACT public schools welcome the opportunity to discuss the individual needs of each child.

Policies

Further information about ACT Public school enrolment can be found at

http://www.det.act.gov.au/publications_and_policies/policy_a-z