



Transition Policy Key Stage 4 to Post-16

Information for parents
and carers on the choices
available to young people
following secondary school

www.rochdale.gov.uk

Transition from Key Stage 4 to Post-16

Transition from Key Stage 4 to Post-16 is the process of moving from Secondary School to a School Sixth Form, a Sixth Form College, a Further Education College, employment or a Work-Based Learning provider, and it represents a crucially important stage in your child's education.



What are Key stages?

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- Key Stage 4 is the overall title for Years 10 and 11 (when your child is aged 14-16) and Key Stage 5 is the overall title for Years 12 and 13 (when your child is aged 16-19).
- The two years covered by Key Stage 5 are also sometimes called Post-16 Education.

Year 11 is the last year that your child is currently required by law to attend school (and is normally the school year in which your child's sixteenth birthday falls).

Why Transition from Key Stage 4 to Post-16 is important

Young people turn to their parents and carers for advice and support at key transition stages. This stage is critical as they think about moving into adulthood, experiencing new challenges, their future careers and the world of work.

Parents and carers need relevant up-to-date information to support their child to make the right choices in the best way they can by discussing the options and providing continual reassurance and support.

Children will soon have to stay in education and/or training past the age of 16

Under Raising the Participation Age, young people will be expected to be in education and/or training to age 17 from September 2013 and 18 from September 2015.

This means that all young people in Year 9 (2010-2011) will be required by law to be in education and/or training until they are eighteen with aim being to reduce the number of young people who are NEET (Not in Education, Employment or Training).

This does not mean they have to stay in school until they are eighteen, but it does mean that they have to be in some form of education or training.

In the September following your child's sixteenth birthday they will usually move from Secondary School (Key Stage 4) to Sixth Form, employment, training or Further Education (Key Stage 5). This is a very important stage in your child's progress and we regard it as paramount that your child is well supported through this period.

Rochdale Key Stage 4 to Post-16 Transition Policy

We have worked closely with Secondary Schools, Work-Based Learning providers, Rochdale Sixth Form College, Hopwood Hall and Connexions Rochdale to produce a policy which contains information about what we do to support your child's pathway from Secondary Education to Post-16 provision.

- **Section 1** lists the legal and statutory requirements that schools and Local Authorities have to undertake for all children in their care when they are transferring from Key Stage 4 to Post-16 education.
- **Section 2** lists the Rochdale Entitlement: these are the things that the Local Authority, pre-16 and post-16 providers in Rochdale have agreed will be an entitlement for all Year 11 Rochdale young people as they transfer from Secondary to Post-16. A summary of Section 2, The Rochdale Entitlement, is shown overleaf.
- **Section 3** lists some processes and events which some providers undertake to support the transition process. These are not part of the Rochdale Entitlement so not all young people will receive them; they are offered as examples of good practice only.



The Rochdale Entitlement summary

(from the Rochdale Key Stage 4 to Post-16 Transition Policy)

- Quality information is provided to parents and carers about pastoral support and differences between Pre-16 and Post-16 providers.
- All Pre-16 and Post-16 centres use assessment effectively to support learning, including:
 - Tracking of learner attainment
 - Monitoring of achievement
 - Learner target-setting
- Information on vulnerable learners is effectively communicated from Pre-16 to Post-16 providers.
- Post-16 providers work with Pre-16 providers in supporting and guiding learners through the application process.
- Specific arrangements are in place in all Post-16 centres to support learners for first half-term following transition.
- Parents, carers and students are effectively briefed about transition and provided with opportunities to feed back on the reality for them.
- There are shared protocols and practice between all Pre-16 and Post-16 providers around Safeguarding and Child Protection.
- Parents and carers have an opportunity to discuss progress and transition issues with staff at their child's Post-16 provider early in the academic year.
- Learners who could potentially become NEET (not in education, employment or training) are identified as early as possible by their Pre-16 provider.
- Steps are taken (in conjunction with Connexions) to reduce the likelihood of their becoming NEET, from Key Stage 3 onwards.
- Youth Services providers and Connexions offer targeted support to engage Year 11 learners with no September destination.

Contacts and useful links

www.rochdale.gov.uk is the Rochdale Borough Council website where you can find details of local arrangements around transition as well as information about provision at Key Stage 4 and Key Stage 5 in Rochdale.

www.dfe.gov.uk is the Department of Education website where you can find out what is happening nationally in Key Stages 4 and 5 and how transition works elsewhere in the UK.

**For the full policy go to
www.rochdale.gov.uk**

For further information contact:
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Dec 2011

www.mycoursemyfuture.com/rochdale is the Greater Manchester area wide prospectus for all young people aged 14-19, parents/carers and practitioners.

The prospectus contains information on courses which are available across Rochdale Borough which Schools, Sixth Form Colleges, Further Education Colleges and Work Based Learning Providers are offering whilst also detailing the other nine Greater Manchester Local Authority Areas offer (Bury, Bolton, Manchester, Oldham, Salford, Stockport, Tameside, Trafford and Wigan).

Apart from courses, the prospectus contains useful advice and information about choices and pathways, money, travel, disabilities and access, jobs and careers, help with CVs, parental/carer information, resources and Raising the Participation Age.

Planning your future has never been easier so access the website now!