

New starter Induction to Birley Spa

When a child is allocated a place, we will reach out to the relevant people to understand the reasons for the move, any need or safeguarding concerns and discuss what a transition plan will look like.

We speak to the current school, the parent and any agency professionals involved (social care, medical staff, inclusion workers etc).

If we need to, we will hold a Multi Agency Meeting to hear how best to support the child from all professionals involved.

We will then invite the parents and the new starter to visit the school and ask any questions. They meet their new teacher and new class ahead of starting.

We're totally committed to making sure that every child can flourish and thrive. We achieve that by:

Belong	Achieve	Thrive
Take the child to meet their new classmates and teacher before they start.	Liaise with previous school to understand academic position.	Liaise with SENCO/DSL from previous school if needed.
Have books labelled ready for their first day so they feel part of the team.	Arrange intervention groups/ share ways parents can support at home.	Liaise with Social Care, FIS, medical professionals, etc. if needed.
Assign a buddy to help them settle in.	Assess the child after an induction period to ensure that gaps can be targeted or challenge can be applied.	Seek advice from the Inclusion, Attendance and SEND team at the LA if needed.
Discuss attendance with the parent to ensure high engagement from day 1.	Ensure that homework is in line with ability/need.	Ensure access to clubs for new children.
Share uniform and behaviour expectations with child and parent.	Ensure log ins for programmes we use are activated in a timely manner.	Ensure that parents are aware of upcoming visits/visitors for their child.
Ensure the parent is signed up to Class Dojo/Tapestry to engage immediately.	User agreement for IT equipment is signed by parents.	Call an Annual Review for any new children with EHCPs within the first half term.
Arrange free school meals or free uniform if the child is eligible.	Parents meet briefly with the teacher within the first 2 weeks to see how the child has settled and look at targets set.	Offer pastoral support for any new child to either manage need or help them settle.