KEY: **Firm date, firm commitment**
Ongoing activity OR date(s) to be confirmed

Table 4a: Transition program schedule for a primary school

	Term 1				Term 2			Term 3			Term 4		
Year 5	**J**	**F**	**M**	**A**	**A**	**M**	**J**	**J**	**A**	**S**	**O**	**N**	**D**
Secondary school staff speak at Year 5 student meetings													
Secondary school staff speak at parent meetings													
Year 5 students and parents invited to attend secondary school Education Week open day													
Year 5 students and parents invited to attend secondary school musical													
Selected Year 5 students participate in secondary school gifted and talented program													
Year 5 teachers/students use secondary school facilities – Science (Term 2), PD/H/PE (Term 3)													
Teacher observation program - secondary school teachers observe Year 5 classes													
Lessons and directed activities by class teachers to develop student learning skills													
Year 6													
Year 7 student adviser meets with Year 6 teachers													
Secondary school staff speak at Year 6 student meetings													
Secondary school staff speak at (a) parent meeting and (b) parent information night													
Year 6 students and parents invited to attend secondary school Education Week open day													
Year 6 students and parents invited to attend secondary school musical													
Selected Year 6 students participate in secondary school gifted and talented program													
Year 6 teachers/students use secondary school facilities – Science (Term 1), Visual Arts (Term 3)													
Exchange of student data													
Year 6 student/parent open day at the secondary school, including orientation tour and taster lessons													
Year 6 orientation day at the secondary school, including taster lessons in Year 7 class groupings													
Special needs students - interviews and orientation to secondary school													
Teacher observation program, cooperative teaching of Year 6 and Year 7 classes													
Focus on learning' mornings for Year 6 classes													
Student choice within classroom units of work – learning tasks, assessment presentation													
Additional primary school tasks													
Advise secondary school of dates for student/parent meetings during the year													
Invite Year 7/8 students to perform at gala day - advise date to secondary school													
Participate in joint primary-secondary transition team to manage the transition program													
Joint primary-secondary school development day on pedagogy and curriculum issues Years 5-8													
Meetings of teachers to discuss pedagogy issues (Quality Teaching Paper) Years 5-8													
Meetings of teachers to discuss curriculum issues Years 5-8													
Joint primary-secondary team to develop curriculum framework statement for Technology Years 5-8													

KEY: **Firm date, firm commitment**
Ongoing activity OR date(s) to be confirmed

Table 4b: Transition program schedule for a secondary school

	Term 1				Term 2			Term 3			Term 4		
Year 7	**J**	**F**	**M**	**A**	**A**	**M**	**J**	**J**	**A**	**S**	**O**	**N**	**D**
Year 7 welcome assembly													
Year 7 orientation program													
Year 7 peer support program													
Year 7 'Focus on learning' day each semester													
Year 7 'Health and fitness' activity day													
Year 7 camp													
Year 7 students visit old primary school(s) - dates to be advised													
Year 7 students perform at various primary school gala days - dates to be advised													
Gifted and talented program, including collaborative Internet project with Year 5/6 students													
Peer tutoring program with Year 8													
Teacher meetings to discuss student progress, issues													
Teacher interviews with students re: academic progress, issues													
Academic/social support for struggling students													
Teacher observation program, cooperative teaching with primary school teachers													
Student choice within classroom units of work – learning tasks, assessment presentation													
Year 7 parent evening – 'Helping your child learn'													

Year 8

Year 8 'Focus on learning' day each semester													
Gifted and talented program, including collaborative Internet project with Year 5/6 students													
Peer tutoring program with Year 7													
Year 8 camp													
Teacher meetings to discuss student progress, issues													
Teacher interviews with students re: academic progress, issues													
Academic/social support for struggling students													
Teacher observation program, cooperative teaching with primary school teachers													
Student choice within classroom units of work – learning tasks, assessment presentation													
Year 8 students perform at various primary school gala days													
Year 8 parent evening – 'Helping your child learn'													

Additional secondary school tasks	Term 1				Term 2			Term 3			Term 4		
	J	F	M	A	A	M	J	J	A	S	O	N	D
Secondary school staff speak at Yr 5/6 student meetings in feeder primary schools - dates t.b.a.													
Secondary school staff speak at parent meetings in feeder primary schools - dates to be advised													
Secondary school staff speak at Year 6 parent information nights													
Invite Year 5/6 students and parents to attend secondary school Education Week open day													
Invite Year 5/6 students and parents to attend secondary school musical													
Invite selected Year 5/6 students to participate in gifted and talented program													
Implement Years 5-8 gifted and talented program - collaborative Internet project													
Implement Years 5-8 gifted and talented program - debating and public speaking program													
Implement Years 5-8 gifted and talented program - creative and performing arts program													
Year 5 teachers/students use secondary school facilities – Science, PD/H/PE													
Year 6 teachers/students use secondary school facilities – Science, Visual Arts													
Teacher observation program, cooperative teaching with primary schools													
Year 7 student adviser meetings with Year 6 teachers in feeder primary schools													
Exchange of student data													
Year 6 student/parent open day at the secondary school, including orientation tour and taster lessons													
Year 6 orientation day at the secondary school, including taster lessons in Year 7 class groupings													
Conduct peer support training for Year 10 students													
Special needs students interviews and orientation													
Convene joint primary-secondary transition team to manage the transition program													
Joint primary-secondary school development day on pedagogy and curriculum issues Years 5-8													
Meetings of teachers to discuss pedagogy issues (Quality Teaching Paper) Years 5-8													
Meetings of teachers to discuss curriculum issues Years 5-8													
Joint primary-secondary team to develop curriculum framework statement for Technology Years 5-8													
High school evaluation of student/parent information on the school website													