



SCHOOL: \_\_\_\_\_

Agreement between schools and parents for in-year school transfers.

SLF schools believe that wherever possible strong efforts should be made to enable students to stay in their school throughout their secondary education. Schools will work with parents to resolve difficulties. If circumstances are such that a parent believes the only way forward is that a change of school would be in the best interests of their child, then the school will support transition to a different school by supplying any relevant information to the receiving school.

Where it is agreed that it is on the best interests of the child to move and the school has the resources, then a place will be considered.

Where a move is agreed this will usually take place at the beginning of a new term.

The home school will:

- Ensure that parents / carers have access to relevant staff to discuss and try to resolve issues
- Ensure that appropriate provision has been explored and offered to support the child
- Provide all relevant information to the headteacher/relevant staff at the school where a place is being sought (completion of transfer document)

The parent(s)/carer(s) are strongly advised to:

- Attend meetings and speak to relevant staff to discuss and try to resolve issues
- Ensure that their child accesses and engages with provision offered by the school to support the child
- Understand that the headteacher of the school where a place is being sought will require relevant information from the home school (a transfer document will be completed)
- Understand that all schools have high expectations of work and behaviour
- Understand that establishing and maintaining relationships between peers and adults is the responsibility of everyone involved.
- Consider the implications if the move to a different school does not work; where will the child go next?

Signed \_\_\_\_\_ Date: \_\_\_\_\_

On behalf of the school

Signed \_\_\_\_\_ Date: \_\_\_\_\_

Parent / carer