

Activate Transition Support Programme

Transition into College

- The Transition Officer gathers information from current providers, parents/guardians and other professionals in preparation for a successful transition.
- Potential students attend an initial assessment, after which staff hold an MDT meeting with all relevant Activate staff to agree if their needs can be met and identify any preparations that would be required prior to enrolment (e.g. the sourcing of specialised equipment and specific staff training).
- The information gathered by our Transition officer is used to create a 'Look to Sheet' for staff working with new students. This document includes essential information such as 'how I communicate' 'important to and for me' and 'positive strategies'.
- Transition visits and specialised resources are used to support the student during the transition process.
- All new students attend a transition day on the first day of term.
- Students undertake a baseline assessment during the first 6 weeks of the academic year, enabling staff to observe individual needs, identify strengths and barriers.
- Within the first 6 weeks students and parent/guardians are invited to attend an Information, Advice and Guidance meeting with the Careers and Transition Team.

Transitions within College

- All students at Activate have a college 'Grab Bag' containing their 'All About Me' book, personalised resources (including visual timetable) and sensory equipment. This 'Grab Bag' travels around site with each student promoting independence and enabling access to personalised equipment.
- Students and their Guardians are invited to multidisciplinary Annual reviews and Information Advice and Guidance meetings. These are used to underpin student journeys and person centred curriculum planning.
- Staff record any observations and these are used to ensure 'All About Me' documents are up to date including anything that is 'working well' or 'not working so well'.
- Activate promote a 'change challenge' approach which involves small changes each day to encourage acceptance and tolerance to daily change.

Transition out of College

- Students and Guardians are invited to a 'Next Steps Event' at Activate. During which they have the opportunity to speak with and explore future provisions and access information and guidance.
- Within the first term students and parent/guardians are invited to attend a Multidisciplinary Annual Review Meeting.
- Students and parent/guardians are invited to attend Information Advise and Guidance meetings throughout the year.
- Final year students access transition sessions catered to their individual needs and pathway.
- Where appropriate students have access to opportunities such as CV creation and travel training.
- Where appropriate student's access external work experience placements.
- The Transition team works closely with each student, guardian and external professionals to organise transition visits to potential future provisions.
- Bespoke transition programmes are established to promote successful placements being secured.
- Personalised resources including Social Stories are used to promote a smooth transition.
- Students are offered support by Activates Transition Job Coach to provide ongoing support throughout the transition period and after they have moved on.