

---

## Transition to high schools

This section aims to support students' transition from primary Y6 to high school Y7 through the early transfer form, transition units for maths and English, the common induction day and an outline process to support vulnerable students.

### Important dates for your calendar

#### Common induction day for primary-high transition

For 2020: **Friday 26 June 2020.**

#### Early transfer form

This is the first fully electronic system for transferring information about primary school students early in the summer term to their new secondary schools. It was developed in 2008 by four local authorities (Ealing, Hammersmith and Fulham, Hillingdon and Hounslow).

The early transfer form is pre-populated for all primary school using the year six (Y6) pupil details from the spring school census. It therefore:

- Removes the need for secondary schools to send out forms to collect this information
- Transfers information electronically to secondary schools and the other boroughs by the end of May, well ahead of the CTF
- Enables secondary schools, if they wish to, to print single sheets about individual students which can then be used as references or in primary-secondary school meetings between teachers in the summer term.

In Ealing, spreadsheets are now pre-populated with Spring school census data and additional other agency information where available data by the LA are made available. Information on Y6 students who are moving across partner local authority borough boundaries is also included where this has been provided by other local authorities.

The information is then sorted by destination high school and passed to high schools during May.

We are no longer asking primary schools to provide us with data to inform this process. This is partly to reduce workload for school and LA staff, and also because much of this data is now held centrally.

For high schools, as last year, the first version of the ETF (sent out in May) will contain contextual data and information from primary schools on other agency involvement. High schools will then receive a second version of the ETF (containing submitted KS2 teacher assessment data and test outcomes) in early to mid July.

Please contact Kim Price, principal research and statistics officer, on 020 8825 8698 for further information.

#### Was this page useful?

- [Yes](#)
- [Neutral](#)
- [No](#)

Last updated: 06 Aug 2019

---