

Transition school Offer – for Parents

The role of the Progress, Transition Coordinator (PTC) at Treloar's for school students:

The PTC role is a vital part of a young person's journey at Treloar's. They are able to support students and parents in preparation for the next phase of education as they transition through school key stages and support the transition beyond school to college/alternative colleges

- Lead and coordinate Treloar MDT meetings
- Attend CIN/ CLA meetings on behalf of MDT from year 9 up
- Arrange work experience if appropriate to aim of placement (year 11 up)
- Facilitate SW/CCG visits upon request
- Contact Parents and meet with students ahead of annual review meetings and ensure their views are captured as part of the process
- Coordinate reassessment meetings with the MDT
- Monitor EHCP Outcomes and the progress being made towards these
- Meet with students/parents if at a transition point to help prepare for next steps
- Update transition assessments and aims of placements (year 11 up)
- PTC can facilitate potential college visits in line with students aspirations
- Ensure students have suitably challenging WEX/Transition Targets
- PTC key contact for external agencies
- Student access to Careers lead for CEIAG interviews
- Supporting parents and YP with visits to alternative provision
- Home visits if required for a specific purpose