

Implementing the Transition Booklet

The transition booklet has been produced by the Speech Bubble in collaboration with Educational Diversity, Right to Succeed, the Lancashire Careers Hub Inclusion Network, young people, parents/carers and professionals across the network. The booklet was developed from direct work with young people who struggled with different aspects of life, self-confidence, learning, interacting etc.

The booklet is aimed at all young people that may struggle with moving on for whatever reason. It's a pick and mix of worksheets and support ideas that can be worked through with young people to increase their understanding, reduce anxiety and make transition work for them.

Below is a checklist that you can run through as you're looking at implementing the transition booklet with the young people you're working with.

Implementation Checklist		
1.	Young people using the booklet: Which year groups will be introduced to the transition booklet? Will it be all at once or will you look at using a phased approach?	<input type="checkbox"/>
2.	Staff training: How will you introduce staff to the booklet? Do all staff need to be aware of it or are there a select few who you will introduce it to?	<input type="checkbox"/>
3.	Embedding the booklet 1.0: How will the booklet be incorporated into existing activities? Are there activities where it will slot in easily? Are there some where it might be more difficult to incorporate?	<input type="checkbox"/>
4.	Parent/carer engagement: How will you support parents/carers to engage with the booklet? Are there specific times/meetings/sessions where you think it would be useful?	<input type="checkbox"/>
5.	Implementing the booklet: What support do you need to implement the booklet? Who are the key people who should be involved in rolling out the booklet? Are there additional resources (human, financial) needed to roll out the booklet? Is there additional time required from yourself and others to roll out the booklet?	<input type="checkbox"/>
6.	Using the booklet: How do you see the booklet being used? In 1:1 settings? Will it also be used in group settings?	<input type="checkbox"/>
7.	Embedding the booklet 2.0: How will you keep coming back to the booklet? How will you support staff, young people and their families to keep coming back to the booklet?	<input type="checkbox"/>
8.	Evaluation: How will you know if it's working well for your pupils? How will you use learning from previous pupils to adapt how you implement in the future?	<input type="checkbox"/>