

15th July 2020

Dear Parents/Carers,

Transition information

We are really pleased to be welcoming our new Reception children to school in September. Due to this unprecedented time, we have been unable to offer our usual transition days before the summer holidays. We still believe it is extremely important that our new Reception pupils have a smooth and positive transition into school.

To ensure that pupils have a successful transition, there will be a 4 week transition period. Here is an overview of what the first 4 weeks will look like for the children:

Week One - Week beginning 7th September

- This week will consist of virtual home zoom meetings for new parents/carers and pupils who **do not** belong to our current nursery.
- Parents who do belong to our Nursery setting are able to request an optional virtual home zoom meeting.
- You will be receiving a text message sent from the school with a link to the online booking system where you will be able to select a time slot for your virtual home zoom meeting.

Week Two- Week Beginning 14th September

- Your child's first week in school has been split up into small groups settling in sessions. These sessions enable you as the parent/carer to attend with your child.
- The aim of these sessions is for your child to familiarise themselves with the setting and with members of staff within a comfortable and safe environment. These sessions will support your child in becoming more confident in their new surroundings, which should result in a more successful transition into school.
- Each pupil has been assigned to a small group where they have been allocated a time slot for the sessions (See table below). We feel that smaller groups will enable pupils to explore their new classroom safely whilst with their parents/carer. This is also an opportunity for parents/carers to liaise with the class teacher and to clarify any questions you may have.
- Please note: for the first two sessions (**Monday 14th and Wednesday 16th**) you will need to **stay** with your child.
- On Friday 18th Pupils will complete their first morning session **without** their parent/carer present.

Your child is in Group A for the small group settling in sessions please see session date/times below :		
Monday 14th	Wednesday 16th	Friday 18th
10.00am-11.00am	10.00am-11.00am	All Morning 08.50 - 12.00am
Entering the school: Through the main gate, enter the lower gate for the reception playground, take your child to their class door.		
Leaving the school: Out through the upper gate for the reception playground and then through the Chestnut gate to leave the site.		

Week Three- Week Beginning 21st September

- This week will be your child's first week of half days.
- From Monday to Friday Pupils will attend without their parents/carer from 8.50am till 12.00am (Pupils will not be staying for lunch).
- Please note that due to the current pandemic and Government guidance we are required to limit visitors and parents within the school.
- Children will need to be dropped off at the reception classroom door.
- The class teacher and reception team will be there to meet each child and help children hang up their items on their peg and settle into a morning task.
- At home time parents will queue whilst socially distancing at the classroom door and the teacher will support you collecting your child at the door.
- Exiting the school: Leave through the upper gate for the reception playground and then through the Chestnut gate to leave the site

Week Four- Week Beginning 28th September

- This week will be your child's second week of half days.
- From Monday to Friday pupils will attend without their parents/carer from 8.30am till **1.00pm**.
- This means your child will be staying for lunch; they will be entitled to choosing a school dinner or can bring in a packed lunch with them.
- Please note as above, the children will need to be dropped off at the reception classroom door instead of parents/carers entering the classroom.
- As it is the first week of the children having school lunches, once the pupils are dropped at the reception playground entrance the class teacher and reception team will then ensure pupils choose their lunch alongside any dietary requirements or allergy information the school has been given.

Week beginning 5th October Onwards

- From 5th October onwards pupils will be required in school full time.
- The school day: Pupils should arrive at 08.50am and finish at 3.00pm
- As previously mentioned, pupils must be dropped at the reception playground entrance where their class teacher and reception team will greet them. Pupils will then choose their lunch with a member of staff. We will also ensure pupils hang up their items on their peg and settle into a morning activity.

Thank you for your continued support during this time.

Mrs Mann