



# ST ALPHEGE CE INFANT SCHOOL

Executive Head: Mrs Liz Thomas-Friend, Head of School: Mrs Jacqui Spinks,  
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Friday 12<sup>th</sup> June

Dear Parents,

We hope that you are as excited as we are about your child starting school in September. It is a time to be celebrated and cherished and we aim to create happy memories for you and your child. We have planned a very thorough transition timetable but are conscious that this could change in line with Government guidance at this unprecedented time. We have thought very carefully about what you will need as parents but also what your child can enjoy.

Over the next few weeks you will receive a pack of information about the arrangements for starting school. Your pack will outline our plan for September however please be aware that this may need to change if we are given fresh government advice and guidelines over the next few weeks. There will also be a special letter for your child from their teacher in this pack. This is a very special letter and we would encourage you to celebrate this with your child.

Ordinarily at this time of year we would be inviting you and your child into school to meet their teachers and visit their classroom. As we cannot facilitate these events we are filming a variety of short videos including a meet the teacher and a tour of the classroom and a Welcome to St Alphege from Mrs Spinks and Mrs Thomas-Friend. These will be available in a link which will be sent to you by email. You will also be able to access these on our school website.

In the meantime please have a look at our Facebook page as many of our staff have contributed to this including your child's new teacher. You will get a taster of the wonderful things we do in school and the fun community you are joining.

This is the start of a wonderful journey for your child and we look forward to sharing each moment with you.

## Summer Term Transition Programme

Week beginning	Activity
15 <sup>th</sup> June	Classteachers will send you a link to a film clip introducing the Reception team and setting your child a "Magical Task" for them to introduce themselves to their new teacher.
22 <sup>nd</sup> June	Virtual Welcome Evening delivered by Mrs Thomas-Friend and Mrs Spinks.



St Alphege Values



Koinonia



Forgiveness



Trust



Kindness



Love



Joy

**Artsmark  
Platinum Award**  
Awarded by Arts  
Council England

	Welcome packs will be posted to your home. Lots of forms for you to complete and return to school in a SAE. There will also be a pack for your child to enjoy.
29 <sup>th</sup> June	The second teacher video will be sent this week
6 <sup>th</sup> July	Phone call to your child from their Class teacher.
13 <sup>th</sup> July	Summer project sent to you to complete with your child which will be brought into school in September. Final video from Class teachers.

### September Transition programme

Term starts on the 1<sup>st</sup> September and the school will use the first day as Staff Development Training.

We will then invite you and your child to meet with the Class teacher and Teaching Assistants in your child's class. We can discuss with you the information you have completed on the forms and answer any questions that you may have. This is a really important dialogue which will ensure that you have the opportunity to tell us the important things about your child.

We appreciate that many of your children will not have accessed their normal nursery and pre-school routines and will have been at homes for an extended period of time. For this reason we have made the decision to adapt our transition arrangements to ensure that we enable a smooth start to school. Our aim is that your child will attend in small groups to ensure that the experience is not overwhelming and that your child has the opportunity to make new friends and explore their new surroundings with confidence. Small groups of 15 children will either access a week of mornings and the following week will attend in the afternoon or a week of afternoons followed by a week of mornings. This will be clarified in the Welcome pack that you will receive during the week beginning the 22<sup>nd</sup> June.

We will then build up to the whole class being in together and will extend the time they are with us through the school day. This will be a dialogue between us and yourselves to agree whether your child is ready for fulltime.

Remember it is not one size fits all, our children are unique and therefore each child should receive a bespoke learning entitlement.

3 <sup>rd</sup> & 4 <sup>th</sup> September	1:1 meetings with Class teacher Booking information will be sent to you nearer the time
W/C 7 <sup>th</sup> September	Half the class in either 9:00am-12:00pm or 1:00pm-3:00pm
W/C 14 <sup>th</sup> September	Half the class in either 9:00am-12:00pm or 1:00pm-3:00pm
W/C 21 <sup>st</sup> September	All children in 9:00am-1:00pm Mon, Tues 9:00am-3:00pm Wed, Thurs, Fri

Kind Regards

Mrs Jacqui Spinks & Mrs Liz Thomas-Friend