



# ABBOTSWOOD JUNIOR SCHOOL

'Helping **everyone** achieve their best'

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Headteacher: Mr G Moore

Thursday 5<sup>th</sup> May 2022

## The Abbotswood Junior School Transition Project



Dear Parents/Carers,

We would like to take this opportunity to extend to you the warmest of welcomes into the Abbotswood community. Starting a new school is a daunting prospect and can cause anxiety, uncertainty and worry but it is also an exciting chance to make new friends and gain new experiences. Ensuring your child has a smooth and enjoyable transition into our school is of the utmost importance to us so we have worked hard to create a transition programme that we feel will support both you and your child in joining our school. In this letter, we will outline the different stages of this programme.

### **Friendship choices**

Alongside this letter, we have created an online questionnaire. This questionnaire will provide you with the opportunity to think of three friends who your child might like to share a class with in Year 3. Please complete the questionnaire with your child, ensuring that you spend time not only discussing who they get on well with, but also who will be a positive influence on them when learning at Abbotswood. We cannot guarantee that all of their choices will be in their class but we will guarantee that one child of their choice will be with them. Please remember that the whole year group will all still have playtime and lunchtime at the same time so if your child is not placed in a group with all of their choices, they will still have opportunities to see them. We spend a lot of time trying to balance friendships, strengths, needs and a mixture of infant schools across our Year 3 classes at Abbotswood and appreciate your support in doing this. The questionnaire can be accessed by clicking on this link: [https://docs.google.com/forms/d/1mGV8vSILXqjqi1TZcRyR8mBkaLuV\\_diYfLXUo40od-U/edit?usp=sharing](https://docs.google.com/forms/d/1mGV8vSILXqjqi1TZcRyR8mBkaLuV_diYfLXUo40od-U/edit?usp=sharing)

On the questionnaire, you will also have the opportunity to provide information linked to your child's behaviour and learning needs, medical issues, family situation, childcare arrangements or other issues/concerns. We encourage you to give as much information as you can. **Please ensure that this questionnaire is completed and returned by 12.00pm on Friday 20<sup>th</sup> May.**

### **Communication with infant schools**

Over the next few weeks, we will be in close contact with your child's infant school. Our Year 3 teaching team will meet with your child's teacher and our SENCo, ELSAs, Welfare and Administration Officers will meet with their counterparts in your child's school. This process, when combined with the information you provide us with, will give

us an accurate picture of your child, allowing us to ensure that they are offered the best possible support on their arrival.

### Visiting the school

Your child will be provided with three opportunities to visit Abbotswood over the coming months. On the first and second of these visits, they will have the chance to meet existing Year 3 children and teachers, go on a tour of the school, experience a break or lunchtime and an assembly. On the third visit, they will meet their new class teacher and see their new classroom! More information about these dates will be provided in a separate letter.

If your child currently attends Hazel Wood Infant School, Lydlynch Infant School or Eling Infant School, you and your child will also start to see myself and Mrs Moore, our Deputy Head and SENCo on your child's playground. However, as Lower School Leader, it is important to me to get to know all of our new Year 3 children so, regardless of your child's infant school, I will be making contact with them over the next few months in order to start to share information with them about Abbotswood. More information will be provided about this in due course.

### Transition Facebook group

We are keen to set up the best possible means of keeping our new families informed of the key parts of our transition programme and so encourage parents and carers to join a dedicated Facebook group that we will use as one means of communicating with you. This group can be located on our Abbotswood Junior School Facebook page or by using this link: <https://www.facebook.com/groups/y2transition/about> . This will be a private group and so you will be asked a few, short security questions linked to your child in order to access it. **Please note that our transition team will only admit you if you are able to answer the security questions fully.**

For those families that do not have access to Facebook, key communications can be found on our school website by clicking on the 'Parents and Carers' tab followed by 'Year 2 transition'.



### Transition Email Address

To help answer any questions and queries linked to transition, we have a dedicated email address for enquiries linked to the transition process: [y2transition@abbsch.co.uk](mailto:y2transition@abbsch.co.uk) Our transition team will aim to respond to your enquiry within 48 hours of receiving it.

### Parent Information Evening

Our transition programme is as much for you as it is for your child and so, once your child has met their new class teacher, we would like to invite you into the school to meet key members of our school leadership team before heading to your child's new classroom and meeting their new teacher. You will be provided with a welcome pack containing frequently asked questions, information on how to ensure your child is 'Year 3 ready', a summer holiday booklet and information on the clubs that we run at Abbotswood. More information will be provided about this shortly.

### Year 3 Class Sort

When we have an accurate picture of your child, we will begin sorting them into a Year 3 class. This is a lengthy process as we take time to ensure that each class has a balance of friendship choices, boys and girls, learning abilities and learning needs. Once the sort has been completed, your child will receive a personalised letter from their new class teacher in which they will introduce themselves.

We fully appreciate that your child will have experienced some degree of disruption to their schooling over the past few years and so would like to reassure you that we will be doing everything in our power to ensure that they have an effective and meaningful transition into junior school life. Please do not hesitate to contact us if you have any questions using the email address above.

We look forward to working closely with you.

Yours sincerely,



Mr E Humphries

Lower School Leader – Years 3 and 4



Mrs E Moore

Deputy Headteacher/SENCo

