Exeter
a learning community

Wednesday 26th June 2024

Dear Parents/Carers,

Transition Information

We have reached the time of year when we begin to make arrangements for the new academic year. Whilst this can be an exciting time, we know that transition can also cause an element of worry and uncertainty for some children.

As a school, we recognise the importance of putting things in place to support a smooth transition. Therefore, we will be dedicating time in school to supporting all children to have a positive transition to their new year group. We would like to share some of the things that we will be doing in school to support this:

- Class teacher meetings to share handover information, including information on attainment, any SEND needs and medical information.
- Class teachers to complete transition paperwork which includes key information for each child.
- The SENCO will also meet class teachers to share care plans for any medical needs.
- Transfer day (5th July) will be held where the children get to spend the day with their new teachers (more details below).
- After transfer day, children will have the opportunity to spend more time with their new teachers.
- All teachers will complete a one-page profile which will go home with the children before transfer day; this will help the children get to know their new teachers.
- There will be an opportunity for parents and carers to meet the new teacher and information will be shared about this soon.
- All children, including nursery and reception children, will have the chance to see their new classrooms. Children moving into the KS2 building will also be able to have a tour of the building to familiarise themselves with the location of toilets, the library and other key places.
- Pupils with additional needs will receive additional transition support, including a social story, where it is required.

Transfer Day

Transfer day will be on Friday 5th July. Your child will be registered in their own class as normal and be taken to their new classroom by their teacher. They will be collected at the end of the day in their usual classroom.

New Teacher Information

Information about your child's new teacher will be shared with you on Friday 28th June 2024.

If you have any questions, please speak to your child's class teacher in the first instance.

Yours sincerely,

Jennifer Doherty
Head of School

Hannah Crawford
Head of School