



Spalding Parish Church of England Day School

16th July 2020

Dear Parent/Carer

Arrangements for Transition of New Intake Children to Foundation Stage

As we're coming to the end of what has been a very surreal academic year, we are starting to look at plans for school opening again in September to ALL children. These plans will obviously include our new intake of children.

Due to Government guidelines that have been in place in school since early June, unfortunately we have not been able to hold our usual FS2 Intake Information Evening or invite you and your child in for afternoon visits and a Transition Day as we have in previous years; we know that these transition events play an important part in preparing you and your child for the next stage in their educational journey as pupils of SPCEDs.

Now that we are starting to plan for the opening of school to all children in September, we would like to inform you of our current plans for your child as part of our new intake. Unless the Government change their guidance between now and September, the following is what we have arranged:

Thursday 3rd September - Information Event for ONE PARENT only, NO children (to allow us to keep within social distancing guidelines).

Our current plan is to hold an information session for parents however, we will need to confirm nearer the time that we can do so. This will take place on **Thursday 3rd September at 4.30pm** in the school hall. This will be a chance for us to go through information with you that you need to know prior to your child starting with us. The teaching staff and teaching assistants will also be at this meeting so you will have the chance to ask any questions. All COVID guidance at that time will be adhered to. Should this not be possible this information will be shared via Zoom.

Transition Dates

For the purposes of transition your child is in GROUP 1 and the following transition dates will apply. Unfortunately, we are still awaiting final numbers for our September intake so information regarding classes and class teachers will be confirmed at the information event. Dates of transition visits will also be confirmed at this meeting.



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Head Teacher: Diane Mulley

- **Monday 7th/ Tuesday 8th/ Wednesday 9th September – Transition Visit**
All children and one parent/carer will be invited to a 90 minute 'stay and play' session on one of the above days. If the adult could please stay on this occasion.
- **Wednesday 9th/ Thursday 10th/Friday 11th September – Transition Visit**
All children and one parent/carer will be invited to a further 90 minute session, this time we would ask that you leave your child in the classroom. We do ask that you remain in school – a member of staff will direct you to a room put aside for visiting parents. This will allow your child to be in school more independently with you at hand should we need you. It will give your child chance to settle and play with other pupils in their class and also share a story.
- **Tuesday 15th/Thursday 17th/Monday 21st/Wednesday 23rd September – GROUP 1 in school all day**
As part of Group 1 your child will then be in school on the above days, for the day. With our current staggered entry/exit for the rest of the children in school, we would ask that you bring your child to school for 9am and collect at 3pm from the Foundation Stage outside area.
- **Friday 25th September – all new intake children in school, full time, every day from now – 9am to 3pm**
- **From Monday 28th September** all FS2 children will be in school full time. Times for the start and end of the school day will have been confirmed to you by Friday 25th September based on the guidance at that time. However, this will be between 8.35am and 8.50am in a morning and 3.05pm and 3.20pm in an afternoon.

I appreciate this information is a little delayed however the guidance has changed so regularly in the past few months that we wanted our decisions to be based on the most accurate information so to not make constant changes. We do know this is not ideal but hope that you understand the difficult position we are in. Should guidelines change between now and our return to school in September, we will of course let you know.

Thank you to everyone who has returned all the paperwork for their child and let us see their Birth Certificate, it is much appreciated. If you haven't yet returned it, please could I ask you get it to us as soon as possible as we need to get records updated before school closes for summer next week.

Otherwise, we really do look forward to meeting you at last on Thursday 3rd September and welcoming you formally to the SPCEDS family.

Yours sincerely



Diane Mulley
Head Teacher