



Friday 17th May 2019

Dear Parents / Carers

As you are aware, it is now time to prepare for TRANSITION to the middle school. As in previous years, we have several visits, lessons and activities planned to make your child's transition experience as smooth as possible.

Initial Transition Morning

This will all begin on **Thursday 23rd May 2019** when we will be visiting the middle school to experience English and Science lessons. The children will leave just after registration and travel by coach to the middle school. We will return back to school for lunch. Mrs Clifford, Mrs Johnson, Mrs Leese and Mrs Mellor will accompany the children on this visit.

The bus will be dropping us off on the bus park at the middle school so children will have a short walk into the school via the designated walk way. A representative from the middle school will be there to meet us and guide us in to the relevant area / class. Sensible school footwear is therefore a must. The weather forecast is currently dry, but please bring a suitable waterproof coat to wear just in case. Children can also take a healthy snack and non-fizzy drink with them to have during break time.

Additional Lessons at school

In addition to this, a variety of lessons have been arranged to take place within our school including:

20.6.19 - RE with Dr Toal

17.06.19 – PE with Mr Salmon

18.06.19 – Art with Mrs Breen

Book in a Box Project

Every child transitioning to the middle school has been asked to complete a 'book in a box' project. Please see the attached letter for more information about the project. Your child will need to complete this project at home and bring it in to school by Monday 8th July. It will need to be in a named plastic bag so that your child can carry it in to school with them on the first day of transition (9.7.19). It is important that they complete this project as they will be sharing it at some point during their transition. If you have any concerns or queries, then please do not hesitate to contact our school office.

Transition Week (9.07.19 - 11.07.19)

On the **Tuesday morning (9.07.19)**, we ask that all Year 4 children are in school by **8.50am**. This will allow us to register the children and ensure that they have everything (including their 'book in the box' project) with them. **We will be leaving school at 9.00am to travel to the middle school.**

SEAC school staff will ensure that all children are safe and happy before leaving them for the day to begin their new academic journey at St Edwards Academy Leek.

The children will return home on the school transport bus as they will in September. Please ensure you have arrangements in place re collection from the bus stop and if you access Eddies here, you will need to put arrangements in place directly with them.

Mrs Clifford will return to the middle school at home time to ensure our children get on the school buses safely. House Leaders from the middle school will accompany children on the school buses for this journey.

The children will then need to catch the school bus to return home on Wednesday and Thursday.

If you wish to collect your child from the middle school Tuesday / Wednesday and Thursday, please arrange a meeting point with your child either on Westwood Road or Beggars Lane. Again, if you wish to drop your child off on the Wednesday and Thursday mornings, drop them on the same two roads. Please note you cannot park or drop off on the school bus park on Beggars Lane.

If your child is eligible for a school bus pass, prior to the July visit a temporary bus pass will be issued and given to your child. Staffordshire County Council will issue the bus pass for September which will go directly to your home address.

If your child is not eligible for a bus pass you must make your own arrangements for the collection of your child on Tuesday afternoon and drop off and collection Wednesday / Thursday.

School meals during transition week

Please do not purchase a meal with Fresh Start for these three days. Your child will either require a packed lunch from home or if they are having a school dinner, they will need to pay for their meals with cash at the middle school. **Please ensure your child has their dinner money.** The current cost of a meal is £2.20. There is also the opportunity to purchase a snack at break-times. Prices start from 30p. Children that are eligible for free school meals do not need to take any payment, this will be organised in advance.

Thank you for your continued support

Mrs E Clifford

VICE PRINCIPAL

