10th May 2022

Dear Parents and Carers,

We are very excited to be welcoming your child to our Reception Class from September 2022. In preparation for welcoming your child, we have planned a range of transition and information opportunities for you over the coming weeks.

**Open Morning – Monday 20th June 2022**

You are warmly invited into school for an introduction morning to start at 9.30am – please report to the school hall on your arrival.

We hope that this session will give you the opportunity to:

* See our Early Years in action and meet our friendly staff.
* Meet other parents, over a cup of tea, express any concerns and ask questions.
* Have a tour of school guided by our Year 6 pupils
* You will also have a presentation from Miss Rebecca Gilmour about the day to day running of the school and from our Headteacher Mrs Amanda Richards.

**Transition Mornings**

Transition mornings are an opportunity for your child to familiarise themselves with our staff and the school environment.

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| **Date** | **Group 1** | **Additional Notes** |
| Thursday 23rd June 2022 | 09.00am – 10.00am | Pupils only |
| Thursday 14th July 2022 | 09.00am – 10.00am | Pupils only |

**Home Visits**

We pride ourselves on building strong relationships with our families, and in order to begin this process, we like to conduct Home Visits prior to our new Reception Pupils joining us. During the Open Mornings and Transition Visits we will ask if you would like to sign up for a home visit and make an appointment with you. Home visits will take place on Monday 11th July 2022 and one other date to be confirmed.

**Information Pack**

Following your visit to school on 20th June, we provide you with a complete information pack, including details for how to book Wrap Around Care should you require it. You will find a wealth of information about our school, including all of our Policies and Procedures on our school website [www.sytchampton.worcs.sch.uk](http://www.sytchampton.worcs.sch.uk) and a link to our school prospectus can be found here <http://www.sytchampton.worcs.sch.uk/web/prospectus/552551>

**September Transition**

Transition for our Reception Pupils into school in September will take place as follows:

Week 1 5th – 6th September - TED Days – **School closed to all pupils**

7th -9th September – 9.00am – 11.30am Children only to stay in for the morning session only.

Week 2 12th – 14th September – 9.00am – 12.45pm Children only to stay in school and be introduced to lunchtime routines and playtime.

 From 15th September - Pupils in school full time (this may be adapted for some pupils if it is required)

We are very much looking forward to meeting you all and welcoming you into our Sytchampton family!

Warm regards

Amanda Richards Rebecca Gilmour

Headteacher Reception Leader