



Dear Parents and Carers,

I write to continue to engage with you as your son or daughter looks to join us in September. We hope that they are excited about this transition, though I am sure, experiencing some nerves also. As you know we have moved our Transition Day for Year 6 students to **Monday 12 July**, to have more assurance of this taking place and to allow us to manage the Year 6 students on site with less other students in the building.

We had all hoped that at this stage we might be able to have more freedoms with regard to our current COVID measures, however, it seems likely that we will be managing with our current arrangements until close to the end of term. In the light of this I wanted to explain how we will be managing the day in order that you understand the measures that we continue to have in place, in order that we manage the COVID risks.

### **What will be the timings of the day?**

Students will be invited to arrive at school at 9.15. This is slightly after the start of the school day for other students, hence they will arrive when other students are already in lessons. Outside of school is very busy at the start of the day and we do not allow cars on site except for exceptional circumstances. If students are biking to school they should walk their bikes through the underpass, from which point they will be shown where to park prior to entering the building.

Students will depart at 2.45. This is slightly before the rest of the school departs. Year 6 students will not be allowed to wait for older siblings to avoid congestion at the end of the day.

### **How will students be grouped on the day?**

Students will be placed into their Form Groups for the day. These will be the groups that they will be placed in when they join us in September. These groups are mixed in order that they are balanced across all groups in terms of gender, attainment and previous school so that students integrate into the school community, making new friendships and learning with a mix of other students.

### **Where in the school will the day take place?**

The Year 7 area of the school is the Mathematics block of classrooms at the front of the school. Our Year 7 will be on a trip for the day and will not be in school, hence Year 6 will be in this block for the day. They will be form rooms that that will inhabit in September, hence allowing them a physical point of reference that they can connect with in readiness for the new academic year. The rooms will have been cleaned prior to the Year 6 use. All lessons throughout the day will take place in these classrooms. At social time students will use the Year 7 outside zone and hence will not interact with other Kesgrave High School students in the school.

### **What will be the content of the day?**

We would ordinarily welcome students with a full assembly, however this will not be possible due to the current restrictions. We will welcome students with a virtual assembly from key staff and this will be shared virtually into each classroom at the start of the day.

Students will have three lessons (as is the format of a normal school day here). In the first they will spend time with their form tutor, learning about the school and getting to know members of their form with activities which support this. Students will be seated in a seating plan, which remains for all lessons through the day. Students will also undertake a tour of the school, however this will be mainly conducted walking the exterior of the school site, showing them where the different curriculum blocks are.

In the remaining two lessons students will have two subject lessons, all staff will come to their form room to deliver this.

The plan for the day is:

**Arrival 9.15 am**

Students will be welcomed at the front gate and directed to their form room which will be in the Maths block at the front of the school.

**Lesson 1 9.15 am – 11 am Form activities**

With their form tutor in their form room base. Including an outside tour of the school to see how the school works in different blocks.

**Break time 11.00 – 11:30 am**

On the Year 7 field. If wet, students will remain in form rooms.

**Lesson 2 11.30 – 1.00pm Science**

**Lunch 1.00pm – 1.40pm**

Eaten outside on the Year 7 field unless inclement, in which case students will remain in form rooms.

**Lesson 3 1:40 – 2.45pm English**

### **What lunch arrangements are there?**

Students should bring a packed lunch as unfortunately on this day we will not be able to offer a school lunch. If your child is entitled to free school lunch we will be able to provide them with this. From September there will be a provision for hot food. For transition day they should bring enough water to last them the whole day and a mid-morning snack. They will be on the field at break and lunchtime so a sun hat may be needed if it is a hot day. They will also need a pencil case with a black pen and normal pencil.

### **What should students wear?**

Students should come dressed in their current primary school uniform or dress code.

### **What other COVID measures are in place?**

All students must wear a face covering when in communal spaces, this includes corridors as students move around the school. Students are also expected to wear masks as they walk through the subway, as a corridor area of the school. Once seated in the classroom students may remove their face covering.

### **What is happening with the Parents' Induction Evening?**

I am afraid that given the hold back on loosening of COVID restrictions, we do not feel it is appropriate to welcome parents and carers into a confined setting. We will share with you a recorded welcome evening. This will be shared with you by Wednesday 7 July 2021

We are looking forward to meeting the Year 6 students and welcoming them to our school. Mrs Wheatley and Miss Rush have thoroughly enjoyed seeing students as they have visited each primary school and I know are looking forward to getting to know the students more fully.

Yours sincerely



Miss J Upton  
Headteacher



Mrs B Wheatley  
Head of Year 7



Miss T Rush  
Senior Student Support Officer