

Dear Parents and Carers,

I would like to welcome you all to The Queen Anne Royal Free C.E First School. My name is Mrs Warburton and I am looking forward to being your child's teacher in September.

Starting a new school is an exciting time, however it can also be daunting for both children and parents. Therefore, I am hoping that our transition arrangements detailed below will be the beginning of us working together to ensure that your child settles into school confidently.

The transition process will begin in the next few weeks, when I visit your child at their current Nursery setting. Please do not worry if your child does not attend full-time, I will make more than one visit to the nursery if necessary.

<b>Welcome Meeting (parents only)</b> Thursday 12 <sup>th</sup> June 6:30pm- 7:30pm	The welcome meeting is an opportunity for us to share information with you regarding your child's start to school and to answer any questions you may have. There will be lots of information and a handout will be given to you at the event (if you are unable to attend this will be emailed to you). During the evening there will also be an opportunity for you to have a tour of the classroom and we will also book the 1:1 visit for September. Parking will be available on the school site for those who require it, on a first come first served basis.
<b>Parent and child play session</b> Friday 4 <sup>th</sup> July 1:30pm to 2:45pm	I would like to invite you and your child to meet the Foundation Stage team and spend time exploring the classroom. You will have the opportunity to see and complete activities that will be similar to the activities your child will have the opportunity to engage with when they start school. As this event will be held in the Foundation Stage classroom, can I please ask that only one parent attends with their child due to limited space.
<b>Summer Fair</b> Saturday 5 <sup>th</sup> July 12pm to 2:30pm	We would like to invite you to join us for an exclusive session to our Summer Fair at 11:30am, where you will have the opportunity to meet other families who will be joining the school in September. There will also be an opportunity for you to purchase uniform from the second-hand uniform stall and for your child to enjoy the wide variety of games and activities.
<b>1:1 Parent and Child visit to school.</b> Thursday 4 <sup>th</sup> and Friday 5 <sup>th</sup> September from 9:30am to 3:00pm	I would like to invite you for a 20 minute 1:1 meeting with me and another member of the Foundation Stage team at school. This is an opportunity for us to share any additional information about your child that you think we may like/need to know and for you to ask any questions that may have arisen over the summer. Your child will have the opportunity to spend some time with the members of the Foundation Stage team exploring the classroom. (These visits will be booked at the Welcome Meeting on 12 <sup>th</sup> June)
<b>Transition visit into class – 15 children per morning</b> Monday 8 <sup>th</sup> or Tuesday 9 <sup>th</sup> September 9:15am to 11:00am	This transition visit is just for your child, and it will enable them to spend time with the Foundation Stage team and some of the other children in the class in a small group.  You will be met at the main school gate by Mrs Warburton at 9:15am. You will then walk your child to the main school playground gate where you will be welcomed by the Foundation Stage team. This is where you will say your goodbyes and your child will come into the classroom with us.  (Your child's allocated transition visit days will be given to you on Friday 4 <sup>th</sup> July at the Parent and child play session and confirmed via email).

<p><b>Transition visit into class – All children</b>  Wednesday 10<sup>th</sup> September  From 9:00am to 1:00pm</p>	<p>An opportunity for the whole class to be together for the morning before starting full time on Thursday 11<sup>th</sup> September.</p> <p>We will have a staggered arrival time, 9:00am for Queen Anne siblings and 9:30am for all other children as this will help us to ensure that the children have a settled arrival for their visit. All children will spend the morning in the classroom and then stay for lunch at school. We ask that you provide your child with a packed lunch for this visit, and further information regarding this will be discussed at the welcome meeting on 12<sup>th</sup> June.</p>
<p><b>From Thursday 11th September</b></p>	<p>All children to start full time (unless a phased entry has been discussed with me).</p> <p><b>Drop off and Pick up</b> – Further details of times and arrangements will be given at the welcome meeting on 12<sup>th</sup> June.</p>

I am looking forward to meeting you at our welcome meeting on Thursday 12<sup>th</sup> June and meeting your children very soon in their current nursery settings.

Kind regards,

Mrs Warburton and The Foundation Stage Team.