



Friday 8th May 2020

Re: Year 6-7 Transition Information

Dear Parent/Carer,

Firstly, I hope that this letter finds you and your family well and safe. As you are all too aware, I am writing to you in exceptional times and due to these circumstances and the uncertainty of what guidance schools will be given over the coming weeks, your child's transition from their primary school to Tor Bridge High will be different from our 'normal' transition process. With this in mind, I wanted to reassure you that we are working on new and creative ways to welcome your child to Tor Bridge High and to support their transition in the best possible way at this unprecedented time. We will keep you updated regarding your child's transition through letters, emails and a designated Y6/7 Transition Section on the Tor Bridge High website.

Transition Team

The Transition Team is currently in communication with all of our partner primary schools to gather key information from your child's year 6 teacher about what lessons they enjoy, how they learn best, whom they work well with etc. The team will then disseminate this information with colleagues across the school so that we can best support your child's transition to secondary school. The Transition Team includes:

Mrs Davison: Assistant Principal - Transitions Manager

Ms De Pablo: Assistant Principal - SENDCo

Mrs Beynon: Assistant SENDCo

Under normal circumstances, Mrs Davison would visit each of the feeder primary schools and spend time with the year 6 children talking them through the introductory transitions booklet and answering their questions about anything and everything to do with Tor Bridge High. Whilst these visits will not be able to take place this year, we have enclosed a copy of Tor Bridge High Transitions Introductory Booklet. In the upcoming weeks, an accompanying podcast will be available on our school website where Mrs Davison will talk through the booklet and answer the questions frequently asked by year 6s when she visits them in the summer term.

Induction Days

In recent years, we have always held two Year 6 Transition Days for our upcoming students at the start of July. However, our primary concern is the safety of our students and, at present, due to the extraordinary circumstances we currently find ourselves in, these days will not be able to go ahead as normal. It has been suggested that the government's announcement this week will include information regarding the reopening of schools and is

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most likely to be phased with a partial return so that social distancing can be maintained. With this in mind, we hope that we will be able to offer some form of transition session for your child before the end of the summer term here at Tor Bridge High but please be aware that this will be decided when we receive further guidance from the government. However, if we are unable to hold any such events, please be assured that at the beginning of the new school year in September, if schools have returned, we will have a thorough induction period for the new year 7 students where they will spend ample time getting to know the school, key members of staff and the lesson structure at Tor Bridge High; we are confident that by the end of the first week, students will feel safe and secure at the new school, knowing what is expected from them and having formed new relationships with their peers and teachers.

Enhanced Transition

For some students we would normally have an enhanced transition, based on recommendations from the year 6 teacher, involving some additional visits to Tor Bridge High. We will consider how we support these students as we learn more about schools reopening and will be in contact with individual parents/carers regarding this.

Tutor Group Allocation

As many of you may know, we place our new year 7 students into one of our three smaller schools: Austen, Tenzing or Faraday. Each small school has three tutor groups therefore nine tutor groups make up our Year 7 cohort. If you already have an older child who attends Tor Bridge High we will aim to place the new year 7 sibling in the same small school as you will be already be familiar with the staff who make up this pastoral team. **To support us in allocating your child to the appropriate school (e.g. Austen, Tenzing or Faraday), if you have a child currently attending Tor Bridge High, please can you email Mrs Davison (rdavison@torbridge.net) informing us of this by Friday 22nd May.**

Secondly, when we allocate students to tutor groups, we use the information and recommendations shared with us by our feeder primary school teachers. This will still happen this year to ensure students who have good learning relationships are placed together; each child will be carefully considered and, where possible, will be placed in a tutor group with another student they are familiar with. For students who are joining us as the only student from their primary school, we will place these students with children in a similar situation and who we think they will be able to form new friendships with.

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Parent/Carer Induction Evening

We normally hold an Induction Evening at the end of June for new parents/carers to meet their child's tutor, to introduce their child to their small school's team and to try on and order school uniform. As yet we do not know if this event will be able to take place or in what format. It may be that this event will be postponed until September, the date to be confirmed. However, in the meantime, you will still be able to purchase school uniform from Trutex, our School's uniform supplier who will be shortly reopening their store on Billacombe Road, Plymstock, in line with government guidelines. For further information, please see the enclosed letter from Trutex, which includes details of the measures they have implemented in store to ensure that customers can shop in a safe environment.

Further Communication

We want to do everything we can in the current climate to make your child's transition from primary to secondary as smooth as possible. Therefore, over the upcoming weeks, we will share a variety of transitions information, documents and resources with you as well as podcasts so that your child can familiarise themselves with their new school and staff. These will be available on our school website (www.torbridge.net). Please follow the Year 6-7 Transitions link on our homepage. Our podcasts will include:

- *Introduction to Tor Bridge High*
- *School offices and the SEN Department*
- *The School Building*
- *Lesson Structures*
- *Tutor Introductions and the Tutorial Programme*

In addition, attached to this letter is information related to the MyEd app, a free parent app that gives you access to communication and information features to keep you updated about what is going on at school. The information we post online will also be made available on the MyEd app and you will receive notifications of these updates.

If you have any queries or concerns please do not hesitate to contact Mrs Davison.

Yours sincerely and my very best wishes to you and your families,

Graham Roser
Headteacher

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