

18th May 2020



Dear Parent / Carer,

I am delighted to be able to write to you again regarding your child joining West Moors Middle School in September 2020. In these unprecedented times, I am keen to not only welcome you to our school community but also to reassure you that we are already making plans to support your child as they prepare for new, exciting challenges with us.

As you will appreciate there remains much uncertainty around plans for children returning to school. Please be assured that our staff are working collaboratively with First and Primary School colleagues to support preparations for your child's first day with us on Monday 7th September 2020 if schools have re-opened by this date.

The remainder of this letter is to give you an insight to future communication as it is currently planned. Please can you complete the attached Admission Form and return it to the school office by post or scan it into an email and send to office@westmoorsmid.dorset.sch.uk so that we have the correct information about your child going forward. **Please return to us by Friday 22nd May 2020.**

As part of the transition process we have already been in touch with your child's previous school to gather necessary information regarding your child's friendship groupings, current levels of attainment, the progress they have made to date and any individual needs, talents and interests that your child might have. We will continue to liaise closely with our first and primary schools over the summer term.

Later this week Mrs Burns and Mrs Willis, our Lead Teachers in Year 5, will write to you with more details about West Moors Middle School. This will include, for example, information about our Year 4 transfer; a transfer booklet to share with your child so they can learn more about the process of transfer; and there will also be a form to return to us to help us when organising our class buddy system. Mrs Tai, our SENCO along with her team will also be in touch later this term if your child has been identified as requiring additional support. We will be particularly mindful if your child needs additional support in transfer so please let us know if there are specific things which you think might help and we will endeavour to be flexible.

Our normal transition process includes key events that we would like to bring to your attention. Provisionally, if schools are open and social distancing rules have been relaxed, we would like to provide the following:

- **Year 5 Transfer Mornings (10.00-13.00): Thursday 9th July 2020 Group A and Friday 10th July 2020 Group B-**
We will split the year 5 cohort into two groups so half of the cohort attends on the 09.07.20 and the other half attends on 10.07.20.
- **New Year 5 Induction Evening-** giving parents an opportunity to meet key members of staff and our Year 5 Lead Teachers. Tutor groups will be in mixed ability groups however following our baseline assessment process, children will be set according to learning ability for core subjects (Reading, Writing, Maths and Science). Home learning after school clubs will be offered to all children. In addition, an optional weekly after school club will be offered, providing grammar tuition for children with the highest learning potential, free of charge.
- **Tuesday 14th July 2020-**
17.30-18.30 Parents/ Carers of children in Group A
19.00-20.00 Parents/ Carers of children in Group B

- **Year 5 Welcome Morning for Parents/ Carers: Tuesday
15th September 2020 09.00-10.00**



If however, schools have not re-opened and social distancing rules remain unchanged then we will need to review these plans accordingly. Please can I ask for your understanding during these uncertain times and reassure you that we will do all we can to support your child's transition.

We will contact you in early June to provide you with further details along with the date of your child's transfer morning. I very much look forward to welcoming you to our West Moors Middle School family over the coming months and I am confident that we can work together at this time to best support your child as they make a successful transition to middle school.

If you feel we can be of any further assistance in preparing your child for joining us or you have any questions then please do not hesitate to contact us (Telephone: 01202 872474 or Email: office@westmoorsmid.dorset.sch.uk).

Finally, if you haven't already done so, please visit our school's website which we are continually adding to, during this lockdown period, and our school's Twitter feed (Twitter: @west_moors) to celebrate some of the children's amazing efforts.

With very best wishes.

Yours sincerely,

A handwritten signature in black ink, appearing to be 'Dr Deborah Craddock'.

Dr Deborah Craddock

Headteacher