

June 2021

Dear Parent/Carer,

Following the offer of a place at The Derby High School you were sent a letter from the Head teacher, Ms Hubert, introducing herself and the school. I would now like to introduce myself to you as I will be overseeing the transition process for your child in 2021. Your child's head of year during their time at The Derby High School will be Mr. Rizvi. Myself and my colleagues will endeavor to make the transition process a smooth, positive and supportive one for you and your child.

Below is some key information regarding transition. If you have any specific questions, please contact Mrs. Kiely (0161-764-1819) in the first instance and she will signpost to the most appropriate member of staff to deal with your query.

CONFIRMATION OF PLACE

If you have not yet accepted your child's place at The Derby High School, then please call the school to give details and accept the place as soon as possible.

IMPORTANT DOCUMENTS

There are several important documents accompanying this letter that you need to return before your child starts with us. We need these **as soon as possible but by Wednesday 23rd June at the latest**. They can be sent by post or by hand in the stamped addressed envelope included. They forms include: -

- Lilac pupil information sheet and emergency contact details
- Photograph permissions
- Internet permission
- Biometric catering system permission slip
- Home School Agreement
- On Line Safety Agreement
- Please also send in copies of any important documents relating to any additional needs eg medical diagnosis letters or SEND information.

PRIMARY SCHOOL CONTACT

My colleagues and I will be in communication with your child's primary school over the next few weeks. We will be asking them for a great deal of information about your child so that we can learn as much as possible before they arrive with us. This will ensure a smooth transition. We also hope to visit all the children at their primary school throughout June. (Covid dependent).



INDUCTION DAY

This is when your child spends a day at The Derby High School. It is scheduled to take place on Wednesday 30th June Thursday 1st July; we very much hope that it will be able to go ahead but it does depend on the COVID situation at that time. We will provide more details about this in due course.

INDUCTION EVENING

This is scheduled to take place on the evening of Thursday 1st July (COVID permitting). On this evening you will receive essential information about the school and have an opportunity to meet key staff. All parents/carers and their children are expected to attend this event if it can go ahead. We will provide more information about this in the future.

SIMS PARENT APP

We use the SIMS Parent App to communicate with parents, it is vital that you sign up to this system so that you don't miss any vital information in the future. Further information will follow in due course of how to register and access the app.

SUMMER SCHOOL

We are really pleased to inform you that we will be offering places for all of our Y6 intake to attend a weeklong summer school activity here at The Derby. Final details are still to be confirmed, but all students that attend will enjoy activities focused on literacy, numeracy, the arts and PE. All expenses will be paid; this will include all classes, refreshments and lunch, a day trip to a local attraction and a final day sports celebration where all students will receive a free tablet to help support their learning. It looks like it will be a really exciting and rewarding event. The summer school will be organised by Mr. P Kerr.

My colleagues and I look forward to welcoming you and your children personally to the school soon.

Yours sincerely

Mrs J Szpunar Assistant Headteacher (Inclusion- SEND)