



# Banks Lane Junior School

Communication, Collaboration, Curiosity, Resilience, Reflection



Friday 26<sup>th</sup> June 2020

Dear Parents/Carers,

Firstly, I hope you are all safe and well.

As I mentioned in my letter last week, many of us throughout school are working hard to ensure a smooth transition from the Infant School for your family. This is a process we would usually like families to be very involved in, so in an attempt to keep you as involved as possible, I would like to share the following:

## Steps so far

- Many meetings have taken place between key staff at both the Infant and Junior School.
- Our Year 3 Team has held a number of planning meetings focussing on transition activities before July, and in September.
- All Year 2 children have now been entered into our school admin systems - this means that we can email you directly.

## Next steps

- Firstly we are requesting your contact details, children's medical needs and permissions - this can then be fed into our system for September. (Please click the link below)
- We are then aiming to complete the following over the next few weeks;
  - o We are currently building a 'Year 2 Transition' section on our website where we can share further information - when it is ready we will let you know.
  - o We will inform you of your child's class and teacher and teaching assistant
  - o Teachers will send a welcome video to their new class
  - o We will send out a virtual tour of the school
  - o All children will receive a welcome pack through the post
  - o Full information for 'Day 1' in school will be sent, which doors to use, who will meet you etc
  - o We will email out our Weekly Roar newsletter - you should get your first today
  - o You and your child can read our Daily Blog on our website - this will give them a feel for our school.

These are our plans for the next few weeks - we are really aware that they are not as good as the 'real thing' but we want to continue to reassure you and your families that everything will be okay and your child will settle in well with us in September.

'Believe to Achieve'

Headteacher - Mr. E. Milner

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Please use the link below to start our processes and help us gather all information about your child to input into our school system, this includes any medical or dietary info along with emergency contact details and permissions needed for September. In order to complete this safely and confidentially, please click on the link below to complete the google form. Could we please ask for all forms to be completed by Thursday 9<sup>th</sup> July.

[Link to Details Form](#)

Finally, if you have any further questions or would just like a chat with a member of our staff about next year please do not hesitate to contact us.

Yours sincerely,

Mr E Milner  
Headteacher

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