



Amanda Butler
Headteacher

St. Luke's Church of England School

Cherish, Challenge, Aspire and Achieve

Life In All Its Fullness



Monday 19th May 2020

Welcome to St. Luke's

Dear Parents and Carers,

A warm welcome to St. Luke's Church of England School, I am delighted that you have chosen to become part of our school family and we are really looking forward to welcoming your child and your family to our school to begin your school journey.

I know that starting school is a nervous time for all, sometimes parents more than the children, but we are all here to support you and make you as familiar as possible and prepared for school life. We are currently working in very different circumstances and as such, I wanted to reassure you that we are looking at ways in which we can make this new transition in September as smooth for all as possible.

As you can imagine, we are all facing unknown situations and so plans are and will continue to evolve in order to try and support the children the best we can. We are hoping that many of our usual transition processes will be possible but until we have further government guidance, we cannot set any dates nor offer concrete plans.

Most of our transitions usually take place in June and July but we shall have to wait and see where we are, in the meantime I have uploaded images onto our website www.st-lukesprimary.com please log on and look at our tab headed Reception 2020. I will shortly be adding a video to this too so that you can see the classrooms and learning spaces. To get an idea you could look at our Nursery virtual tour.

This letter is written in conjunction with our Early Years Leader, Miss Beckett, who will explain the usual transition processes in more detail on the reverse of my letter. Our Office team will also begin to send out welcome packs and registration forms to you in due course.

Should you wish to discuss any special needs or special circumstances of which we need to be aware at this point, then please can contact the school via office@st-lukesprimary.com Miss Beckett or I will then be able to get in touch to discuss it with yourselves.

I look forward to hopefully meeting you all very soon.
With best wishes,

Amada Butler
Headteacher
Inclusion Leader



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Dear Reception 2020 Parents and Carers,

A warm welcome to our school and to Minnows and Tadpoles' Classes.

In order to make the transition from the pre-school setting to school as smooth as possible for everyone, parents and children, the following transition plan between now and your child starting will be put in place:

- A welcome pack will be sent to you by the beginning of June. The welcome pack contains school forms, information about ordering milk, uniform and more!
- We will continue to update our school website, so that you get the latest information and have a way of contacting us or ask us questions.
- During June and July, we will make contact with your child's current setting and exchange information. I expect this will be by telephone in this current situation.
- During July, we normally hold transition visits for your child to spend time in Minnows and Tadpoles classrooms. We understand that it is so important for us to meet your child and for them to experience being in our classroom, play with the resources, and meet the other children to help everyone relax and gain confidence. However, due to current circumstances we will aim to send you a video and photographs of our setting so that your child can become familiar with the layout and some faces that they will see on a regular basis.
- In July we are hoping to hold a virtual information meeting for parents and carers. This is an opportunity for us to let you know more about Minnows and Tadpoles routines, delivering the curriculum, caring for your child and communication with you. We know that starting school is a very big step for everyone and during this meeting many questions are answered.

We aim to offer the best transition process we can, given the current circumstances and we will endeavour to make all of the above possible wherever we can. We will update you as to when and how these can take place.

It would be great if you could help your child by encouraging them to be 'school ready'. We have enclosed a few ideas to help and more can be found at:

<https://www.bbc.co.uk/bitesize/collections/starting-primary-school/1>

Take care for now and I look forward to meeting you all soon.
Best wishes, Miss Kerry Beckett
EYFS Lead



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