

25 June 2020

Dear Parent/Carer

Transition to Queen Elizabeth High School – September 2020

We are delighted that you have accepted a place for your child at Queen Elizabeth High School and we are really looking forward to seeing them in September. As Mr Atkins, Executive Headteacher, explained in an earlier letter to you, it will not be possible for us to come together physically before then, and therefore our usual approach to transition will be different this year. However, despite this, we want to reassure you and your child that we are doing all that we can to make the move to high school as smooth as possible.

We understand that you and your child may be starting to feel a little nervous about the move and may have questions for us. We are here to help. You can contact the school by phone or email at any time by using this dedicated email address for new students and parents: transition@qehs.net. Please do get in touch as required.

Keeping you informed

We have set up a dedicated transition page on our school website, which you can find [here](#). This will be the main source of up-to-date information including any letters sent home. It also contains the latest guidance on ordering school uniform and completing the online admissions forms – these are two essential steps in the transition process. Thank you for completing them.

Mr Vasey, who is the new year group's Pastoral Leader, has written directly to your child to welcome them to our school, and he would really appreciate it if they could write a reply to him. All of the details are in Mr Vasey's letter.

Getting to know your child

Our transition process started earlier in the year when we met with colleagues in the middle schools to find out more about those starting with us. We have collected lots of information on your child so that we can plan ahead for a good start in September. We have also enjoyed meeting them on the occasions they have visited QEHS before now.

Getting to know us

Typically, a physical Transfer Day and a corresponding Parents' Information Evening would take place in early July and give you and your child a chance to get to know key staff and the school better. As this cannot happen as planned, we have come up with new ways of getting this information to you.

Shortly, we will be getting in touch with details of your child's form tutor, including a welcome from them and some information about them. Your child will also receive a hard copy information booklet, similar to the one they would have otherwise received on transfer day. This will provide key information about the school, while engaging them with (hopefully enjoyable) tasks to complete that we will come back to when they join us in September. The middle schools have already

provided us with questions that the students have been asking. Responses have gone back to middle school staff to be forwarded on. We are also in the process of gathering insights and perspectives from our current year 9 students based on their experiences of transitioning from middle to high school last year, to be shared in due course.

We would usually offer additional school visits to our new students with additional needs. You should have already been contacted by Di Cunningham from the SEN team regarding transition support and resources. If this is not the case, please email on dcunningham@gehs.net and we will get in touch as soon as possible.

We hope that the information in this letter and that which will follow will be helpful to you and your child. Please don't hesitate to contact us at any time with any questions you may have, via transition@gehs.net. Beyond this, we very much look forward to see you and your child in the new academic year.

Yours faithfully

Mr I Vasey

Mr D Todd

Pastoral Leader

Assistant Headteacher
Pastoral