



24th June 2021

Dear Parent/Carers,

Year 6 Transition Events
Tuesday 5th July 10.00-12.00
Thursday 7th July 9.30-14.30 and 16.00-19.00

To support your son/daughter in their transition to secondary education we have organised an additional event to our main transition day and evening. On **Tuesday 5th July (10am-12pm)** we welcome your son/daughter into School to meet other students from our non-feeder schools. We appreciate that some may be the only one joining us from their primary school, this event provides an opportunity to meet others in a similar position and become more confident in their surroundings ahead of the main event on Thursday.

Please arrive from 9.50am, wearing full school uniform. Please bring a water bottle with you a snack will be provided, free of charge. Attendance is optional, if you wish to attend the event please use the Google form to book your place;

<https://forms.gle/zNxBDheDdVDCt5VJ7>

We then look forward to inviting your son/daughter into our school for their transition day on **Thursday 7th July**, please arrange for them to be dropped off in reception from 9.20am and collect at 2.30pm. We expect students to wear their full school uniform and bring a water bottle, break and lunches will be provided from our school canteen free of charge.

In the afternoon;

- The school site is open to parents from 2.30pm to purchase PE kit from our suppliers Birds of Dereham.
- From 4pm, meetings with your son/daughter's tutor can be booked using the School Cloud platform. The meetings will be held in person, but booking them should allow you to plan out your evening. Please also use the platform to book an appointment with, Mrs Chappell, our trust assistant SENCO.
- Refreshments will be available throughout the evening and we have welcomed back some of our Year 7 students to meet our next cohort and answer any questions they may have.
- At 6.40pm we invite you to the sports hall, to meet the senior leadership team and review their first day at St Clement's High School.

To book a tutor appointment, please use the following link and follow the instructions below;
<https://www.stclementshigh.org.uk/page/?title=Parent+Links&pid=105>

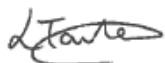
To book an appointment you will need to click on the event shown then click any of the green cells to make an appointment. To change an appointment, delete the original by hovering over the blue box and click *Delete* then choose an alternate time. Alternatively you can instruct the software to create the appointments for you based on yours and their tutor's availability. If you have anything you would specially like to discuss or raise, we would encourage you to leave a message to their teacher ahead of the evening.

Further instructions and guidance of using this system are published on our School website, under the subheading 'Parents'. **Bookings will open for the event on Monday 27th June at**

9am and close ahead on Tuesday 5th July, so please do book your appointment before the day. Appointments with each tutor will be 5 minutes long, to allow everyone to be seen. Mrs Cawston (KS3 Pastoral Support Officer) and myself will be available for drop-in appointments on the evening.

We very much look forward to seeing you with your child and believe the evening will prove to be both useful and successful for all involved. If you require support booking an appointment please email y6@stclementshigh.org.uk or phone 01553 825919, Mrs Cawston's direct line.

Yours Sincerely,



Mrs L Towle
Assistant Headteacher – KS3

Link for guide:-

<https://support.parentseveningsystem.co.uk/article/801-video-parents-how-to-attend-appointments-over-video-call>