

# Sytchampton Endowed Primary School

Stourport-on-Severn,  
Worcestershire  
DY13 9SX.  
Tel: 01905 620418

Email: [office@sytchampton.worcs.sch.uk](mailto:office@sytchampton.worcs.sch.uk)  
Website: [www.sytchampton.worcs.sch.uk](http://www.sytchampton.worcs.sch.uk)



2<sup>nd</sup> May 2023

Dear Parents and Carers,

We are very excited to be welcoming your child to our Reception Class from September 2023. In preparation for welcoming your child, we have planned a range of transition and information opportunities for you over the coming weeks.

## Information Meeting – Tuesday June 6<sup>th</sup> at 3.30pm

You are warmly invited into school for an introduction meeting to start at 3.30pm – please report to the school hall on your arrival. Please feel free to bring your child with you to this session.

We hope that this session will give you the opportunity to:

- Meet our friendly EYFS staff.
- Meet other parents, over a cup of tea, express any concerns and ask questions.
- Have a presentation from Mrs Jane Fairlamb, our class teacher, about the day to day running of the school and from our Headteacher Mrs Amanda Richards.
- Order new school uniform.

## Transition Mornings

Transition mornings are an opportunity for your child to familiarise themselves with our staff and the school environment. We will liaise directly with families and carers of pupils with complex additional needs to discuss further individual transition arrangements.

Date	Group 1	Additional Notes
Tuesday 20 <sup>th</sup> June 2023	09.00am – 10.00am	Parents and Pupils
Thursday 22 <sup>nd</sup> June 2023	09.00am – 10.00 am	Pupils only
Monday 3 <sup>rd</sup> July 2023	09.00am – 10.00am	Pupils only

## Home Visits

We pride ourselves on building strong relationships with our families, and in order to begin this process, we like to conduct Home Visits in the first two weeks of the Autumn Term. During the Information meeting and Transition mornings we will ask if you would like to sign up for a home visit and make an appointment with you. Home visits will take place from 6<sup>th</sup> September.



## Information Pack

Following your visit to school on 6<sup>th</sup> June, we provide you with a complete information pack, including details for how to book Wrap Around Care should you require it. You will find a wealth of information about our school, including all of our Policies and Procedures on our school website [www.sytchampton.worcs.sch.uk](http://www.sytchampton.worcs.sch.uk) and a link to our school prospectus can be found here <http://www.sytchampton.worcs.sch.uk/web/prospectus/552551>

## September Transition

Transition for our Reception Pupils into school in September will take place as follows:

Week 1            4<sup>th</sup> – 5<sup>th</sup> September - TED Days – **School closed to all pupils**

6<sup>th</sup> -8<sup>th</sup> September – 9.00am – 11.30am Children to stay in for the morning session only. Home visits in the afternoons.

Week 2            11<sup>th</sup> – 13<sup>th</sup> September – 9.00am – 12.45pm Children to stay in school and be introduced to lunchtime routines and playtime. Home visits in the afternoons.

From Thursday 14<sup>th</sup> September - Pupils in school full time (this may be adapted for some pupils if it is required)

We are very much looking forward to meeting you all and welcoming you into our Sytchampton family!

Warm regards

Amanda Richards  
Headteacher

Jane Fairlamb  
Reception Leader