



SUTTON ST JAMES C.P. SCHOOL
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29th June 2017,

Dear Parents,

Transition Procedures

Following the success of the transition process last year we are going to run a similar process again this year.

All children across the school will move to the class that they will be in from September, with their new teacher, for three afternoons over the next few weeks. Year 6 children who will start their new schools in September will work with Mr Mooney or Miss Willows. The children will be completing work in their new classes and this will help the teachers to get to know their abilities so that appropriate work is set for them right from the beginning of the new term. It will also ensure that the children have a chance to get to know their new teacher and to become familiar with the expectations and routines in the classroom hence helping to relieve any anxieties that they may have.

The children have started new literacy and numeracy exercise books this term, which will go with them to the new class in September. This again will ensure that the new class teacher can become familiar with the ability of the children and ensure their planning is targeted accurately to accelerate progress. It will be an opportunity for the children to demonstrate their best work to their new teacher.

Classes will be as follows next year:

Class	Year groups (from September)
Wrens	Reception Year
Swallows	Year 1 and Year 2
Owls	Year 3 and Year 4
Hérons	Year 5 and Year 6

We hope that these ideas will help to make transition between classes smoother and help to ensure that there is less regression over the summer holiday period.

Yours sincerely

Miss C Willows
Headteacher