



15/06/2021

Dear Parents/Carers

## Re: St Paul's Academy Year 6 – 7 Transition

During this period of continued uncertainty, I wanted to write to you to try and offer you, your child and family some reassurance as you help your child to prepare to embark on an important five year journey with us here at St Paul's Academy. In normal circumstances we would be preparing to invite you to our parental induction evening where we would explain the transition process as well as share key information with you about life at SPA. We would also be eagerly awaiting our annual 'Year 6 Transition Day' where, as staff, we would get the opportunity to meet your child and begin to familiarise them with their new school. Due to the extension of National COVID19 restrictions, until July 19<sup>th</sup> at the earliest, it is regrettable that the Academy has had to cancel both the annual Year 7 Induction Day and our Parental Information Evening. However, I am writing to reassure you that we have plans in place to ensure that your child experiences a smooth, informative and exciting transition process, allowing them to feel prepared to start Year 7 at SPA in September 2021.

Please see below detailed information on the Academy's transition programme for this academic year.

### Parental Information Evening

On **June 30<sup>th</sup> at 4pm**, the Academy's virtual Parental Information Evening will go live on our school website. A link will be available on the banner of the website which will bring you to presentations from:

Principal - Miss Malone  
Vice Principal – Ms Tudor  
Head of Year 7 - Miss Duffy  
Assistant Principal: Inclusion – Ms Hepburn  
Head of SEN - Mrs Dunnett

These presentations will remain available for the parents and carers of students on the Academy website until September 2021.

### Transition Day

As you are aware we are unable to host our 'normal' Year 6 Transition Day. At present we are working in close partnership with our primary colleagues to gather as much information about each student as well as to try and arrange visits for as many pupils as possible. This



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includes student visits to the Academy, our own staff visiting students at their primary schools as well as arranging video call meetings with students and their Year 6 teacher.

Academy staff will also be inviting families and their child to visit the Academy for a tour, to meet key staff and to answer any questions that you or your child might have. We will endeavour to invite as many families as possible to visit the Academy but due to time constraints it may not be possible to have all families visit. If you are not contacted by the Academy by the 12<sup>th</sup> of July and you would like to speak to a member of staff or arrange a visit please email [carol.duffy@stpauls.greenwich.sch.uk](mailto:carol.duffy@stpauls.greenwich.sch.uk).

### **Transition Resources for Students and Parents/Carers**

In addition, we have created a designated 'Year 6 – 7 Transition' section on our website (<https://www.stpaulsacademy.org.uk/>) which can be easily accessed from the homepage by firstly clicking on the 'Parents and Carers' tab and then choosing 'Year 6 – 7 Transition'. This page, along with the accompanying resources, will **go live at 4pm on June 30<sup>th</sup>**. Here, over the remainder of the summer term, we will be uploading key information to help guide you and your child through this process. Within our websites 'Year 6 – 7 Transition' tab you will find an area for students as well as one for parents/carers. Within the student area, we have uploaded a 'Year 7 Student Starter Handbook' which includes key information that your child should familiarise themselves with prior to starting. A hard copy of the information booklet is also enclosed for your child.

Video messages of welcome, advice and key information from members of staff and current students will also be uploaded over the course of the next number of weeks so please do keep checking this area of the website. We have also created a 'Parents/Carers Information Handbook' which can be found within the parents/carers section. We hope that the information provided in this booklet will help to answer any understandable questions or queries that you may have.

### **Well-Being & Academic Resources and Tasks**

Despite many aspects of our transition process taking on a 'virtual' look this year, our aim remains exactly the same; to ensure that every child makes the best possible start to their St Paul's Academy journey. We understand the importance of caring for each child's well-being and want to ensure that the time spent away from a classroom setting over the past year and a half, does not leave our students at a disadvantage. We want to help students begin to rebuild their self-confidence in their own learning and continue to build upon the progress they have made at primary school.

With this in mind, we have created a range of well-being and academic resources for students to engage with throughout the summer break. These include three English, three Math and three Science pieces of work as well as nine well-being sessions ('Be Awesome, Go Big'). We advise that students aim to complete one piece of academic and one piece of well-being work each week, beginning during the week beginning Monday 5<sup>th</sup> July and finishing their final piece during the week beginning 30<sup>th</sup> August. PowerPoint slides for the

nine well-being sessions ('Be Awesome, Go Big') along with the academic resources can be found in the student section of the 'Year 6 – 7 Transition' tab on the school website.

A hard copy of the 'Be Awesome, Go Big' well-being student workbook will be posted to each student by the 5<sup>th</sup> of July. If you do not receive these resources by July 5<sup>th</sup> please let the Academy know. Electronic versions of all these resources can also be accessed in the student area of the website. All work completed by students should be brought to school with them on their first day or emailed to [carol.duffy@stpauls.greenwich.sch.uk](mailto:carol.duffy@stpauls.greenwich.sch.uk). Any student who completes all nine 'Be Awesome, Go Big' well-being sessions in their workbook will receive a certificate of completion. In normal circumstances, we understand that transition from primary to secondary school can be an anxious and uncertain time not only for students but also parents/carers. We have therefore also included some parental well-being information resources on our website in order to help you best support your child during this important stage of their educational journey.

### **Student Task – 'Helpful Hand'**

To our new Year 7 students, as much as we want to ensure we provide you with all the key information you need and aim to answer any questions you have about secondary school, we also want to try and learn a little bit about you before we officially meet in September. To do so, I would like for you to complete our 'Helpful Hand' task. Along with your 'Be Awesome, Go Big' workbook you will receive a blank piece of paper as well as a piece with a hand already printed. If you would like to use the blank page, place your hand on the page and draw around it. Now get creative. Fill your hand with all the things you feel make you, you to help us to learn as much as we can about who you are. Make it as colourful and informative as you can (don't forget to include your name). Once complete, cut out your hand and use the stamped addressed envelope included to post it back to Miss Duffy. We will then aim to create a display of all hands made by our new Year 7 students before you begin in September. A PowerPoint presentation with more information and examples of this task can also be found on our website. We would also encourage students to send us a piece of work you have done recently that you are proud of which we would love to display at St Paul's, awaiting your arrival. Alternatively, you could write a letter or short message to your new teachers at St Paul's telling them a little bit about yourself, what you are looking forward to about starting secondary school as well as any concerns you might have. We would love to hear from you.

As parents/carers, if you have any questions regarding transition, please do not hesitate to contact us by phone or via email. In the meantime, we hope you and your family continue to stay safe and well and we look forward to welcoming you and your child to St Paul's very soon.

Yours sincerely



Miss Duffy  
Head of Year 7

### **Information Pack Content**

- Year 7 Student Starter Handbook
- Parent/Carer Information Handbook
- 'Be Awesome, Go Big' Student Workbook
- 'Helpful Hand' (blank page and printed hand both included)
- Stamped addressed envelope to allow completed 'Helpful Hand', piece of student work they are proud of and letter to St Paul's staff to be posted back to St Paul's Academy.

### **Information included on our website, found within 'Year 6 – 7 Transition' tab**

- Year 6 – 7 Parent/Carer Transition Letter
- Year 7 Student Starter Handbook
- Parent/Carer Information Handbook
- 'Be Awesome, Go Big' Student Workbook (electronic version)
- Nine 'Be Awesome, Go Big' well-being sessions (PowerPoints)
- Parental well-being resources
- 'Helpful Hand' Task information PowerPoint
- English, Maths and Science transition work (electronic versions)
- Staff and student welcome and information videos
- Letters from current Year 7 students to Year 6
- Additional school videos can be found on our School YouTube Channel (SPA\_Greenwich) and school Twitter account @SPA\_Greenwich