

**Holtsmere End Infant and Nursery School**

**Shenley Road**

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**03.07.20**

***Headteacher***

***Mrs Nicola O’Connell BA (Hons) MEd (Cantab)***

**Re: Transition for Oak Class**

Dear Parents,

I am writing to you regarding our transition arrangements for this year. Unfortunately, due to the current situation we will not be able to carry out our usual transition activities for the children in the school and hold an Open Evening in order for you to meet your child’s new teachers. However, we recognise that it is really important that your child meets their teacher before the summer break.

Therefore we have organised a brief ‘Meet the Teacher’ session, detailed below. In addition to this we will be posting ‘virtual tours’ of your child’s new classroom and video messages from your child’s new teacher on the website under the **School tab – Transition – Pine Class.**

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| --- | --- |
| **New Class** | Pine |
| **New Teachers** | Mrs Butler – Monday, Tuesday, Wednesday  Miss Jeal – Thursday, Friday |
| **Learning Support Assistant** | Mrs Bishop |
| **Meet the Teacher** | Wednesday 15th July 2pm-3pm |

**Social distancing measures during the session**

If your child is already in school they will proceed to the field and sit with the children in their bubble.

If your child is currently at home please bring them to school at 2pm via the Shenley Road gate where I will meet them and take them to the field where they will make a ‘bubble’ group with all of the children not currently in school. They will sit ‘close to’ the other group enabling the teachers and to speak with them.

The teachers will share a story and the children will complete a fun activity.

If you have any questions about this please do not hesitate to contact me.

**head@holtsmereinfants.herts.sch.uk**

Yours sincerely,

**Nicola O’Connell - Headteacher**