



Dear Parent / Carer

John Spence Community High School - Transition

We hope you and your family are well and we are extremely pleased that your child has chosen to join us at John Spence Community High School. Of course we do recognise that moving from a primary setting to a large secondary school can be daunting especially given the current situation and the fact that many young people currently aren't attending school. We are nevertheless determined to ensure all of our new students are supported throughout this challenging period so that the transition is as smooth as possible. At this moment in time we are following government guidelines and aren't able to confirm when we will reopen. I am sure you can therefore appreciate some of our traditional transition events and activities may not be able to go ahead as planned. I would however like to take this opportunity to outline all of the steps we are and will be taking in the coming weeks to support your child's transition to John Spence (some specific dates to be confirmed):

Steps being taken

- Gathering information from all primaries regarding how to best support your child
- Head of Year 7 (Mrs Kirsty Wyllie) carrying out remote meetings with Year 6 primary school teachers
- Our SENCO (Mr Andrew Purvis) working closely with the appropriate schools, families and individual students where there are additional needs which we need to be aware of

Steps to be taken

- You will receive a **data collection pack** for you to complete which includes some key school policies as well as forms to complete and send back to us (e.g. Medical Declaration Form).
- You will receive our '**John Spence Handbook**' which will provide you and your child with information about the school's expectations, routines, rewards and opportunities.
- It is possible but unlikely that we will host a **transition day** which will take place in the normal sense for your child. However given the current situation and likely continued need to socially distance we might be able to operate a day during the Summer term (date TBC) taking the form of a specific meeting for you and your child with the opportunity to meet your child's form tutor, head of year and other key staff. As well as access our school uniform 'pop up shop' where you will be able to buy uniform and take it away on the day.

Telephone · 0191 296 1432

Preston Road · North Shields · Tyne and Wear · NE29 9PU

jschs.office@ntl.org.uk · www.johnspence.org.uk



• F I T F O R L I F E •



- We hope to host a **Year 7 Welcome Evening** in September 2020 (date TBC) which we anticipate will in some respect replace our traditional transition evening if government guidelines allow.

If you do have any immediate queries regarding the transition process, please contact your child's Head of Year, Mrs Wyllie who you can contact at any point either by phone or by email at: 0191 2961432 or Kirsty.wyllie@ntlp.org.uk

Once again, thank you for choosing John Spence and we all look forward to meeting you soon.

Best Wishes



Jonathan Heath

Headteacher