10th July 2020

Dear Parent / Carer

I would like to take this opportunity to confirm transition arrangements for the remainder of this term, over the summer break and in September when your child starts with us at John Spence. This has been a difficult time for all of us and the worry around transition to secondary school that exists in normal circumstances will no doubt be greater for many of you. I do hope that the transition work that we have put in place has eased some of these worries for both you and your child.

Attached to this letter you will find the arrangements for the autumn term. Things will be different for us so that we can meet the requirements set out in the government guidelines regarding full reopening in September. The document hopefully provides you with all the information you need, but don’t forget that our website also has plenty of information about life at John Spence.

Additionally, we do want to provide you with the opportunity to ask any questions that you may still have which we will respond to through a recorded podcast towards the end of next week. If you do wish to ask a question then please email it to [jschs-office@ntlp.org.uk](mailto:jschs-office@ntlp.org.uk) . Please type ‘Year 7 Questions’ as the subject.

It has been very disappointing that we have been unable to conduct our usual transition programme, but nevertheless we believe we have an extremely good understanding of every Year 6 student who will be joining us in Year 7. For example, in the past few weeks we have worked with many of our primary schools to set up remote ‘zoom’ meetings with groups of Year 6 students. This has enabled the students to ‘put a face to the name’ of key staff at John Spence in preparation for September as well as allow the students to ask questions of staff at John Spence. The feedback from these meetings has been extremely positive with students feeling reassured and enthusiastic about joining John Spence.

During the summer break we are offering an opportunity for a limited number of students to attend a **John Spence ‘Summer School’**. We can offer 50 places to our new Year 7 with those students attending 3 days in school – Monday 17th August to Wednesday 19th August. Each day will include exciting and engaging activities with an emphasis on literacy, numeracy and PE. All the sessions have been designed to be active with the majority being based outside, weather permitting! Places for the John Spence Summer School will be allocated on a first come first served basis therefore if your child would like to attend please text Mrs Wyllie (Head of Year 7) on 07904 241308 with the following information at the earliest opportunity to avoid disappointment.

* Your child’s name (e.g. Ben Smith)
* Feeder primary school (e.g. Spring Gardens Primary)

Once we have confirmed the 50 students attending the Summer school we will send out further information to those students detailing the exact arrangements for the 3 days.

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 296 1432 or [Kirsty.wyllie@ntlp.org.uk](mailto: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