



Community College

May 2021

Dear Parent/Carer,

Re: Year 6 Transition Information

I am writing following the fantastic news that your child has been allocated a place at Stoke Damerel Community College for September 2021.

Introducing the Transition Team

The Transition Team is currently in communication with all of our partner primary schools to transfer key information from your child's class teacher. This is to find out as much as we can about your child so that the transfer to secondary school is as smooth as possible. The team includes:

Transition Coordinator/Academic & Pastoral Lead:	Ms MacManus	lmacmanus@sdcc.net
Assistant Vice Principal:	Mr Cole	dcole@sdcc.net
SENDCo:	Mrs Skinner	tskinner@sdcc.net
Assistant SENDCo:	Mrs Turner	sturner@sdcc.net
Learning Mentor	Miss Stokes	cstokes@sdcc.net

Induction Events

Following careful consideration of the current situation we have decided that instead of hosting induction days for Year 6 pupils in July, we will now hold these as familiarisation days in September. These will take place on 2nd and 3rd September where Year 7 will be in school full time. Over these two days, we will have a thorough induction programme; time to get to know the tutor and other students; college expectations and daily routines; how to complete homework and become familiar with the physical layout of the building. We are confident that by the end of this period students will feel safe and secure, know what is expected of them and have formed new relationships with friends and staff.

This year, in response to the social climate around large gatherings, we are not holding the Year 6 Parent Induction Evening. Instead we have a student induction booklet and a recorded informative video of the presentation. However, should you wish to tour the college with your child prior to September, we are offering a short tour to visit the College during the school day. These tours can be booked through our website and are at specific times during the weeks commencing the 14th and the 21st of June. These visits are not compulsory but allow a chance to see the College in action and to ask any questions in case your child is anxious about moving to secondary school. To book, please visit our website and complete a **form** which is available on the Year 6 into 7 Transition section.

The transition video will be available, via a video link on the website www.sdcc.net from Friday 28th May.

Uniform Purchasing

We have worked with our supplier to ensure the purchasing of our College Uniform is a simple and straightforward process. We have used this online system over recent years and it has proven effective. Please see our College Uniform letter within your pack for further details.

Principal Miss A Frier BSc (Hons), M.Ed

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ParentPay

We operate a cashless payment system and our preferred method of payment is by using a secure online website called ParentPay. Details for how to activate your personal account is in your College Information Pack; enabling you to pay for any items required by your child, such as dinner money, activities and resources.

College Information and Data Collection

Included with this letter is the **College Information Booklet** and the **Student Data Collection Pack** which contain all of the required data forms that need to be completed and returned to the College. The Student Data Pack needs to be completed in full and returned in the envelope provided, or by hand to the College Main Reception by Friday 11th June 2021. The pack contains the following:

- **Class of 2026 College Information Booklet**
- **SI1 - Student Information Form**
- **Home/College Agreement**
- **Biometric Form**
- **Medical Administration Form**
- **GDPR Acceptance Form**

Data collection ensures that all necessary information regarding your child can be entered into the College database. It is extremely important for us to have emergency medical information and multiple contact details.

Important Dates Summary:

May 2021	Uniform letter/Class of 2026 Information Booklet/Student Data Packs
Friday 11th June 2021	Return Data Collection pack to Main Reception by Friday 11th June.
<i>Optional Transition Tour wcs 14th/21st June</i>	Booking via www.sdcc.net
Thursday 2nd and Friday 3rd September	Year 7 Familiarisation Days. Thursday 2nd 10am - 2.30pm Friday 3rd 8.40am - 3pm
Monday 6th September	Whole College return 8.40am - 3.00pm
Wednesday 15th September 2021	The College will close early due to Open Evening. Students will finish at 12.20pm (free school meals served until 1pm).

We will keep you up-dated directly through letters and texts but please refer to our website where we will always post the latest transition information. We have a dedicated Year 6-7 Transition Page.

I look forward to meeting you all to begin your journey with us at the College. If you have any concerns please do not hesitate to contact myself, Dan Cole, Assistant Vice Principal or Louise MacManus, Pastoral Leader Year 7.

Yours faithfully,



Anita Frier
Principal