



Community College

May 2023

Dear Parent/Carer,

Re: Year 6-7 Transition Information

Following the wonderful news that your child will be attending Stoke Damerel Community College from September 2023, I am writing with further information about the transition process.

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 their transfer to secondary school is as smooth as possible. The team includes:

Assistant Headteacher:

Transition Coordinator/Head of Year 7:

SENDCo:

Mr Cole

Ms MacManus

Mrs Lewis-Tuxford

dcole@sdcc-smhc.net

lmacmanus@sdcc-smhc.net

klewis@sdcc-smhc.net

Parent Information Event

On Wednesday 21st June from 4 - 5.30pm, we will be hosting a Parent Information Event. Year 6 pupils will be given the opportunity to meet each other and participate in a team building activity while parents/carers attend a presentation by Miss Frier, Headteacher, in the Main Hall. Attendees will also be able to collect a copy of the 'Class of 2028 College Information Booklet.'

First Day of Term - Tuesday 5th September

Students arrive promptly at 8.35am, enter the College via the back gate where they will be greeted by a welcoming team of tutors and other staff. The morning will begin with uniform checks, biometrics and an official school photo to mark the day! The rest of the day will be spent getting to know each other and practising routines. Students will be dismissed at 3pm via front reception or back gate. The Year 7 Team will be on hand to answer any questions. On this day, we will carry out 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 day, students will feel safe and secure, know what is expected of them and have formed new relationships with peers and staff.

Homework

Homework is very important to us at SDCC. We use two online platforms; Sparx for Mathematics and Tassomai for Science. In addition, students complete 'self quizzing' questions in their homework books every evening and this is checked during tutor time the following morning. In order for students to become confident in accessing and completing their homework, we will run **compulsory**, homework instruction sessions during the first week of term. These will be on Wednesday 6th, Thursday 7th and Friday 8th of September 3-4pm. Subsequently, students will be able to attend Homework Club which is run Monday - Thursday 3-4pm.

'Admissions +' Student Registration

By now you will have been emailed a unique password to enable you to log into your account on 'Admissions +' enabling you to complete your Students Registration Form with important information. Including:

- **SII - Student Information Form**
- **Home/College Agreement**

- **Biometric Consent Form**
- **Medical Section**
- **GDPR Form**
- **Photo/Video Consent 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. If you have any issues logging on to Admissions+ then please email datateam@sdcc-smhc.net for assistance.

ParentPay

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

Uniform Purchasing

A separate College Uniform letter has been emailed to you. For more information on uniform please click [here](#)

Important Dates Summary:

May 2023	Uniform letter emailed home with link.
Wednesday 31st May 2023	Deadline - Student Registration Admissions + please ensure that this is completed by May 31st.
Wednesday 21st June 2023	Parent Information Evening 4-5.30pm. College Information Booklet handed out to parents/carers.
Tuesday 5th September 2023	Year 7 Induction Day - as per school day 8.35 am -3.00 pm Arrive at back gate, Raynham Road entrance
Wednesday 6th, Thursday 7th and Friday 8th September	Compulsory Homework Sessions 3-4 pm
Wednesday 13th September 2023	The College will close early due to Open Evening. Students will finish at 12.20 pm Free school meals available for collection at 12.20 pm.

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 Dan Cole, Assistant Headteacher or Louise MacManus, Head of Year 7.

Yours faithfully,

AT Frier

Anita Frier
Headteacher