

1<sup>st</sup> May 2024,

Dear Parents/Carers,

We would like to take this opportunity to welcome you and your child to the Parkside Middle School family. We look forward to working with you over the next 4 years.

We realise that the process of transferring schools creates mixed emotions for both parents/carers and pupils. Many will be excited, while at the same time apprehensive. We wanted to take this opportunity to write to you, to reassure you that everything is in place to help your child make the move from their first/primary school to middle school, as smoothly as possible.

We have already started to make contact with your child's current school, to start the transition process. To support your child this year, a variety of transition materials and events have been arranged. All pupils will be invited for a transition afternoon visit in June led by some of our year 5 teachers. An email will be sent from either your child's current school or the Parkside School office to inform you of this event. Our larger main feeder schools will also get a visit where we will share information to help with the move to middle school. For those pupils coming from smaller cohorts similar information will be available on the school website. Information on the school website will include: 'Frequently Asked Questions', a tour of the school and 'Meet the year 5 teachers'. The website resources will be released gradually throughout the Summer Term to build up your child's transition experience and can be used by all parents/carers with their children. We will contact parents/carers via text/email, when these resources have been uploaded, with instructions on how to access them. In the meantime, feel free to look at the school information and photo tour already on the website. [New Intake/Transition - Parkside Middle School](#)

In addition to this, your child will fill in the Bromsgrove town middle schools 'Moving On' booklet in the Summer Term at their first school. This booklet will then be completed on their Induction Day in September, when they start Parkside. On that day only the new year 5 pupils will be in school.

As parents/carers, you will be invited to a New Intake Evening on Tuesday 9<sup>th</sup> July at 6pm. We look forward to meeting you then.

We will make every effort to keep parents/carers informed. Any queries regarding transition should be directed to the school office and these will then be forwarded to the relevant member of staff.

Yours sincerely,

Mrs N. Mancini

Headteacher

Mrs R. Cox

Deputy Headteacher (Transition)