

18<sup>th</sup> May 2020

Dear Parents and Carers

Further to our letter on May 2<sup>nd</sup> I hope that you and your families are well. I want to keep in close contact with you as we prepare for your child (or children) to join us at Wootton Upper School. We continue to live in uncertain times, and I will keep you informed as further guidance for schools is developed by the government in terms of the weeks and months ahead. We all hope that your children will get some time in their current schools to say good bye before they transfer to Wootton Upper School in September.

We all want to ensure the best transition for your child, within the guidelines we have. Pastoral staff continue to work with colleagues in your child's current school to provide us with the information we need to enable our new Year 9 cohort to join our school really successfully.

Please visit the New Intake 2020-2021 area on our school website for our latest information.

<https://www.woottonupper.co.uk/new-intake-2020-2021>:

- ❖ **We will be publishing a PowerPoint slideshow telling you and your child all about learning at Wootton Upper School.** This will give you lots of information and also the names and faces of staff that you are most likely to contact to ask a question or share information.
- ❖ We have added our **New Intake Electronic Form** to our website. Please would you complete this fully for your child by Monday 1st June 2020.
- ❖ Our **uniform list** and information about our supplier is also on our website. A blazer, tie and PE kit can be ordered for delivery directly to your house.
- ❖ A dedicated email address [y9transition@wootton.beds.sch.uk](mailto:y9transition@wootton.beds.sch.uk) should be used for all questions, queries, information sharing and so on. Feel free to request a telephone call from pastoral staff, or safeguarding staff or our SENDCo

We will continue to take account of the government's guidance in respect of what is safe and base our decisions on this guidance. Therefore, after half term I will write to you again with further information to share about next steps. It is likely that our parents meeting prior to your children joining the school will need to take place as **online meetings**; we have set aside the week beginning 15th June for these meetings.

We will also be able in a position to introduce Year 9 form tutors to you, again remotely, so that you know who your first line of contact in school will be.

I want to reassure you that we are working very hard to find ways of overcoming the current situation to ensure a smooth transition, and again remind you that you can continue to access answers to questions, or make contact to share information, via [y9transition@wootton.beds.sch.uk](mailto:y9transition@wootton.beds.sch.uk)

Yours sincerely



Mr M Gleeson  
**Principal**  
Wootton Upper School



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