



Head Teacher : Mrs D Reynolds - BSc Hons QTS NPQH

Aim High

Never Give Up

Follow Your Dream

Lead By Example

18/10/2012

Dear Year 1 Parents/Carers

I understand that there has been some concern regarding the transition into Year 1 and I would like to share with you information that will hopefully put your minds at ease and reassure you.

Towards the end of the Reception year the children are encouraged to become more independent in the routines and rituals of the school and part of this is entering the school building, hanging coats, book bags in trays etc. When children progress through to Year 1 we build upon this independence, however our adults are on hand to support individuals where necessary. This process enables you to have a quick chat with the class teacher, Miss Healey, or request an appointment at a more convenient time.

I am also aware that there is some concern regarding letters and information reaching you and I have been informed that there were issues over the letter dated 12/09/2012 regarding the dressing up as a person in the community on 18/09/2012. I have checked with our Groupcall email tracking system and it has registered a successful transmission to all email address and therefore we are not clear on why this information did not reach some parents/carers. Emails are sent out to the registered email address for the '*first contact*' so if you feel that these are not reaching you please speak to Mrs Cowing or Miss Fletcher in the school office. Parents/carers receiving paper copies will find their letters in their child's book bag and the Year 1 team will ensure that any correspondence is shared with you in this way.

To ensure a system that enables you to be aware of when we are emailing you, we will send a text at the same time. This will remind you to check your emails and if no email correspondence has been received then please could you let the office know as soon as possible.

We have also designed our website www.norwood-school.co.uk so that all letters are uploaded to this. Individual class letters can be found by navigating to the **Year Group Letters** page and any letters issued to all of the children in school can be found on the **Key Events and Dates** page.

I hope that these amendments will address any issues you may have, however the office staff are on hand to support with any further queries.

To clarify our reading arrangements, children have their *reading* books changed every Tuesday and during the weekly Library session on a Friday they are able to select 2 new *library* books (dependent upon the children returning their current books). If your child would like to read additional materials it is fine for them to read these and comments written about these in the reading diary (newspaper articles, magazines, back of cereal boxes, internet information etc).

I hope that this information goes some way to reassuring you as Year 1 parents/carers and that should any issues arise you approach school at the time of the concern to share them.

We look forward to seeing you at consultation evening either on Tuesday 23rd or Wednesday 24th where, in addition to having the opportunity to view your child's work, you will meet Miss Healey who will share information based on behaviour, friendships, how your child has settled, attitudes to learning and home learning etc.

Yours sincerely

Mrs D Reynolds
Head Teacher

