



10 June 2025

Dear Families,

YR to Y5 Transition

The second half of the summer term is definitely the busiest of them all, especially as one of our priorities at this time of year is the transition process for the next academic year.

This letter outlines the transition activities, which have been carefully thought through to ensure a smooth transition for all children as they move into their next class and year group.

Whilst most of the activities have happened in previous years, we have also now built in some extra time so that the children are able to process who their new teacher will be and this also ensures that families have time to prepare for the change too. Our inclusive approach aligns with the Education Endowment Foundation who recommend creating a positive and supportive environment for all pupils, without exception.

Collective Worship/Assemblies

Our assemblies and Whanau this half term will focus on transition, providing an opportunity for us to reflect and explore issues such as change through stories. In addition to this, our school's values of courage, resilience, hope and aspiration will also be promoted.

SEND Coffee Morning – Friday 13.6.25

At 8.50am, Mrs Dray will be hosting a coffee morning for an hour and you are warmly invited. The focus will be on transition with support and strategies for children with a special educational need.

Class teacher announcements – Thursday 26.6.25

All children will be told of their new classes and teachers for September 2025. They will come home with a picture and short biography of their new teacher. If this gets lost, please email parents@stamford-green.surrey.sch.uk to request another copy.

In addition to this a new class special newsletter will also be sent home for families to read. This will feature a social story that you can refer to as and when needed.

Story time with their new teacher – Thursday 26.6.25 or Friday 27.6.25

The children will enjoy a story time session with their new teacher for September 2025.

Classroom visits

At points between Friday 27.6.25 and Wednesday 2.7.25, children will have the chance to visit their new classroom with their current class teacher. This will help them to become familiar with the environment, including how to get to their classroom from each of the gates, where the toilets are and how they will get out to the playground.

For children in YR, Y1 and Y2, everyday their current class teacher will practice how they get to their new classrooms in the morning so that they are familiar with the route.

Meet the teacher morning – Thursday 3.7.25

Children will spend the morning in their new classrooms with their new teacher. They will practice walking to their new classrooms when they enter school in the morning and behind the scenes, all the staff will be on hand to help if needed.

Open Mornings

The summer term Dates for Diaries document previously shared has all the information regarding our forthcoming Open Mornings. At these events not only will you be able to celebrate your children's learning in music and art, but you will also have an opportunity to meet with your child's next teacher and all the other teachers in the year group, as you find out more about the next academic year.

At these meetings, teachers will share some information about the next academic year and what the routine will look like for the new year group. If you can't make the meeting, please do not worry as the information will be sent out via email. This can then be referenced at home throughout the summer break to help prepare for September 2025.

Other welcome meetings are held for children due to join our Nursery and one of our Reception classes. Parents/Carers have been notified separately about the dates and times of these.

Internal transition meetings

Your child's current teacher and new teacher will have a transition meeting to share important information about each child.

September

In September, the Weekly Information emailed on Monday, will confirm PE days as well as which HLTAs will also be teaching in your child's class when teachers have the statutory planning, preparation and assessment (PPA) time away from the classroom.

Additional transition support

For children with specific needs, additional meetings with staff will be arranged to ensure a smooth transition.

Class changes

At the end of Y1 and Y3, the classes in a year group are mixed to benefit the children educationally and socially. We will take into consideration existing connections and potential new ones. We will also consider, year on year, if any other circumstances require us to mix a year group outside of the end of Y1 and Y3 arrangements.

This opportunity provides the children with a 'social exposure ladder' so that they have the experience and practice to draw on so that they can manage other changes in their life, including the move to secondary school and Year 7.

In September, extra settling activities will be built into the timetable for Y2 and Y4 to help with belonging as they all get to know each other properly and build new connections. Please remember to remind your child that they can still play with existing friends at break and lunchtimes.

Please note, specific request for classes or teachers will not be considered, nor can parents/carers try to specify who else should or should not be in their child's class.

I hope that having all the information in one place is useful for you and your family.

Best wishes,

Mrs Druce
Headteacher