



# Manor Way Primary Academy

Happy and successful learners

**A part of the Windsor Academy Trust**

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Place of registration: England

23rd June 2023

## Transition Arrangements

Dear Parents and Carers,

At this time of the year whilst we celebrate your children's success our thoughts also turn to the children's next class and their new teacher. We are keen to ensure that we make the transition for children from their present class to their new class a smooth one and as such we have planned a series of transition activities for the children. These activities will help them become familiar with their new teacher and prepare them for a happy and successful start to the new school year.

Here is a link to your class overviews: which gives you some information about your child's upcoming year in school. [Class overview 2023/2024](#)

Teachers for next year are:

September 2023	Teacher	Classroom
Preschool	Mrs Howard	Preschool
Reception	Miss Edmonds	Reception
Class1	Miss Hutchinson	Current Year 1
Class 2	Miss Wall	Current Year 2
Class 3	Miss Ahmed	Current Year 3 - upstairs
Class 4	Mrs Gibbons Mon-Thurs Mrs Price Fri	Current Year 4 - upstairs
Class 5	Mrs Golden	Current year 5 - upstairs
Class 6	Mrs Brettle	Current Year 6



Date	Transition Arrangements								
<p style="text-align: center;"><b>Wednesday 5th July</b></p>	<p>'Meet the Teacher' meeting with parents and carers. Each teacher will host two transition meetings in order for parents with siblings to attend their meetings. If you have three children in school we will make separate arrangements for your third meeting with the teacher. The meetings will be face to face in school with your new teacher in your child's new classroom on <b>Wednesday 5th July</b></p> <p>Meeting 1    3.35 - 3.55pm Meeting 2    4.00 - 4.20pm</p>								
<p style="text-align: center;"><b>Friday 14th July</b></p>	<p>We would be grateful if you could please return reading books on <b>Friday 14th July</b> in order for them to be reorganised ready for next year</p>								
<p style="text-align: center;"><b>3.40pm - 6pm Tuesday 18th July Thursday 20th July</b></p>	<p>You can book an optional end of the year appointment with your current teacher if you wish to discuss your child's end of year report. Please sign up on Parentmail if you wish to book a slot.</p>								
<p style="text-align: center;"><b>Wednesday 19th July</b></p>	<p>New teachers will '<b>send a wave</b>' to the children at home via Class Dojo with information all about themselves. A template of a wave will be uploaded to Class Dojo so children can complete their own and 'send a wave' back to their new teacher.</p>								
<p style="text-align: center;"><b>Thursday 20th July</b></p>	<p><b>Celebration Day</b></p> <p>This will be the last full day that your child will spend with their current teacher as they will have two transition days with their new teacher.</p> <p>This is also Superhero Day to celebrate that the children and staff have been Superheroes over the last 14 months. Children can come to school wearing superhero costumes with trainers.</p> <p>Please can Reception bring their Superhero costumes in a bag to change into after the Graduation Ceremony.</p> 								
<p style="text-align: center;"><b>Friday 21st July  Monday 24th July</b></p>	<p><b>Transition Days</b></p> <p><b>On these days your child will come straight into school into their new classroom and be taught by their new teacher on Friday 21st July and Monday 24th July.</b> We do this to support the children so they will be familiar with their classroom and their teacher before they break up and reduce any questions, queries or worries they may have. Year 6 will have a series of activities planned for them on these days both to support school and to have fun!</p> <table border="1" data-bbox="427 1731 1513 2067"> <thead> <tr> <th data-bbox="427 1731 707 1821">Next year if your child is in:</th> <th data-bbox="707 1731 1513 1821">They will enter the building:</th> </tr> </thead> <tbody> <tr> <td data-bbox="427 1821 707 1910">Year 1</td> <td data-bbox="707 1821 1513 1910">Into the current Y1 classroom through the door on the KS1 playground</td> </tr> <tr> <td data-bbox="427 1910 707 2000">Year 2</td> <td data-bbox="707 1910 1513 2000">Into the current Y2 classroom through the door on the KS1 playground</td> </tr> <tr> <td data-bbox="427 2000 707 2067">Year 3</td> <td data-bbox="707 2000 1513 2067">Through the side entrance to the building into the link corridor</td> </tr> </tbody> </table>	Next year if your child is in:	They will enter the building:	Year 1	Into the current Y1 classroom through the door on the KS1 playground	Year 2	Into the current Y2 classroom through the door on the KS1 playground	Year 3	Through the side entrance to the building into the link corridor
Next year if your child is in:	They will enter the building:								
Year 1	Into the current Y1 classroom through the door on the KS1 playground								
Year 2	Into the current Y2 classroom through the door on the KS1 playground								
Year 3	Through the side entrance to the building into the link corridor								

	Year 4	Up the fire escape at the front of the building
	Year 5	Up the rear fire escape by our forest school
	Year 6	Into the current Y6 classroom through the door on the KS1 playground
On the last day of term children will return to their current class teacher for the morning to say goodbye.		
<b>LAST DAY Pick up arrangements</b>		
<b>1.30pm</b>	Parents can enter the playground at 1.30pm to give our annual send off to our Year 6 pupils	

If you have any questions about transition please talk to Miss Buffery or Mrs Whitmore on the gate or dojo your teacher or contact the office.

We hope these transition arrangements will ensure a happy holiday for your children and a successful start to the new school year. We can't wait!

Yours sincerely



Miss Lisa Buffery  
Mrs Annabel Whitmore



Executive Headteacher  
Deputy Head Teacher