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Dear Parent/Carer

WELCOME TO ST JOHN HENRY NEWMAN CATHOLIC SCHOOL

I am delighted that your child has been allocated a place to join our popular school, your child is most welcome to be joining our special family. The transition from Primary to Secondary school can be both exciting and joy-filled, whilst also being worrying and nerve-wracking for pupils and parents alike. We fully understand this, and so strive to make this experience as pleasant and smooth as possible.

We recognise that in the majority of cases, you are having to get used to working with new teachers, new systems, and new routines. This can be daunting. Equally though, you are having to manage your child worries, expectations and aspirations at the same time.

Therefore, I provide you with my assurance that we are here to support you every step of the way. No enquiry is too small or silly, we want to be able to answer all of your questions and alleviate any of your concerns. More than that though, we want to share with you the experience of this very important and exciting moment.

I have set out a timeline of what will be happening in school over the coming weeks and months in preparation for your child transition to us. In addition to our communications with Primary School, there are also key dates where we require both your child and your input to ensure we have as much information as possible. From finding out about hobbies and interests, gaining insight into specific medical details and significant life history, to acquiring details about friendship groups and learning needs, your input is invaluable so we can build up a full picture of the kind of person that your child is.

Ultimately, we will communicate with you every step of the way, and we politely request that parents complete all information requests and attend compulsory school events and interviews, so as to ensure our partnership is as effective as it can be to assure your child successful start here at St John Henry Newman Catholic School.

All further communication from us will be by way of email or text message, so if any of these details have changed since your application for a school place then please telephone the school office or email office@newman.cumbria.sch.uk

Thank you for taking the time to read this letter, I look forward to meeting you in person in due course.

Yours sincerely

Mrs H McAuley

Mrs Helen McAuley, Senior Head of Year 7