Dear Parents / Carers,

**Transition to Junior School**

Thank you for choosing Merton Junior School. It is incredibly important to us that your child thoroughly enjoys their school experience whilst making as much progress as possible. We look forward to working with you to ensure that this happens and I am sure that your child will create many special memories throughout their time with us.

There are some important dates coming up which I’d like to make you aware of:

**Wednesday 5th June at 6pm- Transition meeting for all new parents.**This will allow us to tell you about our school routines, expectations and organisation. You will find out which class and teacher your child has been allocated to. This meeting is an important meeting and we urge you to attend. We prefer that children do not attend, but if you cannot make an alternative arrangement we will have a DVD playing in a classroom and a member of staff will supervise them. This will be a chance for you to meet the teaching staff in Year 3, myself, Mrs McGillivray (our Deputy Headteacher), Mrs Dyer (our SENDCo) and Mrs Hooley and Mrs O’Neill who both work in the office.

**Friday 5th July – Whole school transition day.**  
The children meet and spend time with their new teacher in their new class. Please take your children to the infants as usual where they will be registered and order their meal. They will be brought over to the juniors to spend the day with us and returned to the infants ready to be collected at normal home time.

We run, alongside the Infant School, a whole programme of transition to support your child having a smooth move to Junior School. This takes place during normal school hours and Infant school staff accompany the children. Those children who are coming from other infant schools will also be invited to attend.

We strongly encourage you as parents to talk to us about any concerns or worries about your child coming to the Junior School. We really want your child (and you) to look forward to your time with us. Mrs Dyer is very happy to meet with anyone who has questions about any specific needs you feel your child may have. Please make an appointment at the office.

Spaces are quickly filling up in Year 3 for September; please complete and return the enclosed registration form and permission forms, together with proof of your address and your child’s birth certificate, to indicate that you wish to accept your child’s place. Please bring these to us by Monday 3rd June 2019. You are welcome to come to the office at any time. If you no longer require the place, please let us know so we can allocate the place to the next child on the waiting list.

If you have any further questions please do not hesitate to contact us or come in and see the office staff who will be happy to help you.

Yours sincerely

**Mrs K Reading**Head teacher