Our Ref: MF/PW

Date: June 2020

Dear Parent / Carer,

Further to my previous letter dated 8th June 2020, I can confirm that the decision has been made to invite your child into school for one day during the week commencing 6th July 2020.

This day will enable your child to meet a Year 7 tutor, the Year 7 Manager and fellow students. It will also provide the children with the opportunity to familiarise themselves with the layout of the school and to get a flavour of how lessons will be delivered once they join us in September.

Please be assured we have a range of measures in place to make the event COVID secure. Students will be placed in small groups or ‘bubbles’ and they will be based in a part of the school dedicated only for year 6. Throughout the day there will be plenty of opportunities for students to wash/sanitise their hands and our team of cleaners are regularly conducting a deep clean of the classrooms we use.

Year 6 students are not required to wear their school uniform. They will be collected from their Primary schools at 9:30am on their given day (please see the programme on the next page for further details) and will depart Sedgefield Community College at 2:30pm ensuring they are back at their Primary school before 3pm. We ask that all students bring with them a pen, pencil and a bottle of water. Please be aware that Year 6 pupils will be required to wear a face mask whilst using the transport provided. If you are unable to obtain a face mask an alternative face covering such as a scarf should be worn.

Pupils joining us from Sedgefield Hardwick and Sedgefield Primary are to arrive on the school site via the student / bus bay entrance (Butterwick Road) between 9:30am and 10:00am, where they will be met by a member of staff. After spending the day with us they will be allowed to leave the school site by the same access at 2:30pm.

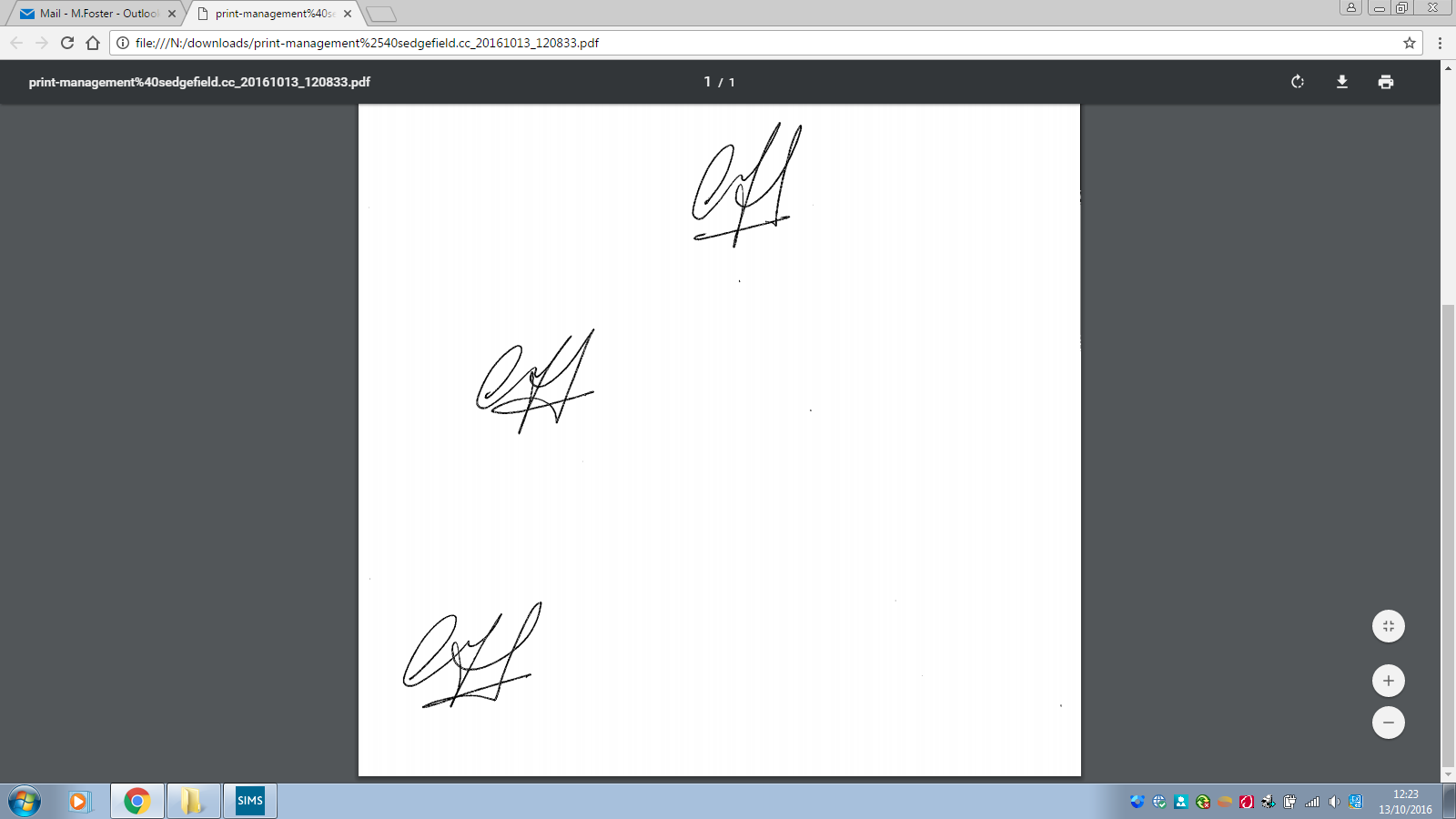
If for any reason you will not be allowing your child to take part in this important event, could you please email [school@sedgefield.cc](mailto:school@sedgefield.cc) so that we can amend our registers accordingly.

Whilst your child is with us for the day, a packed lunch will be provided. Please complete the attached food order form and ask your child to bring it along with them on their allocated day. Alternatively, your child is welcome to bring in their own packed lunch, but please note that only water is allowed in school.  Any dietary requirements stated on the completed data packs will be passed onto our catering team, however if this information has not been provided, please email [school@sedgefield.cc](mailto:school@sedgefield.cc) marking the email for the attention of Mrs Anderson or telephone 01740 617777 and also include the details on the food order form.

On Monday 6th and Tuesday 7th July the school uniform and PE uniform providers will be on site from 3:15pm until 7:15pm. Parents can purchase items that they have not yet managed to purchase either online or in store. Where possible, parents / carers are asked to attend on the allocated date shown below. If you are unable to attend on your allocated day, the uniform providers will also be on site on Wednesday 8th July from 3:15pm until 7:15pm, to allow the current students to purchase uniform. Please note that social distancing measures will be in place throughout the sales events and we request that only one parent / carer attends with the child to ensure the safety of all concerned.

Please see table below which indicates the date your child will attend Sedgefield Community College and also the date you are to attend to purchase uniform.

|  |  |  |
| --- | --- | --- |
| Primary School | Transition Day | Uniform day (3:15pm – 7:15pm) |
| Sedgefield Primary | Monday 6th July 2020 | Monday 6th July 2020 |
| St Michaels Primary | Monday 6th July 2020 | Monday 6th July 2020 |
| Blue Bell Meadow Primary (Miss Robson) | Tuesday 7th July 2020 | Monday 6th July 2020 |
| Wynyard Primary | Tuesday 7th July 2020 | Monday 6th July 2020 |
| St Williams Primary | Tuesday 7th July 2020 | Monday 6th July 2020 |
| Wheatley Hill Primary | Tuesday 7th July 2020 | Monday 6th July 2020 |
| Coxhoe Primary | Wednesday 8th July 2020 | Monday 6th July 2020 |
| Cassop Primary | Wednesday 8th July 2020 | Tuesday 7th July 2020 |
| Fishburn Primary | Wednesday 8th July 2020 | Tuesday 7th July 2020 |
| Acre Rigg Primary | Wednesday 8th July 2020 | Tuesday 7th July 2020 |
| Blue Bell Meadow Primary (Miss Grant) | Thursday 9th July 2020 | Tuesday 7th July 2020 |
| William Cassidi Primary | Thursday 9th July 2020 | Tuesday 7th July 2020 |
| Wolviston Primary | Thursday 9th July 2020 | Tuesday 7th July 2020 |
| Heighington Primary | Thursday 9th July 2020 | Tuesday 7th July 2020 |
| St Charles Primary | Thursday 9th July 2020 | Tuesday 7th July 2020 |
| Hardwick Primary | Friday 10th July 2020 | Tuesday 7th July 2020 |
| West Cornforth Primary | Friday 10th July 2020 | Tuesday 7th July 2020 |
| Ferryhill Station Primary | Friday 10th July 2020 | Tuesday 7th July 2020 |
| Cleves Cross Primary | Friday 10th July 2020 | Tuesday 7th July 2020 |
| Dean Bank Primary | Friday 10th July 2020 | Tuesday 7th July 2020 |

Yours faithfully,

Mr Mark Foster

Deputy Headteacher

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**Year 6 Transition Food Order Form**

**Name:**

**Day attending:**

You will be provided with a packed lunch which includes a sandwich, biscuit and carton of water.

Please indicate which sandwich you would like:

Tuna Mayo

Ham 

Cheese 

Please indicate any dietary requirements:

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Alternatively, you can bring your own packed lunch if you wish. Please note only water is accepted in school.