



Principal **Nick Martin**
BSc, MA, PGCE, NPQH

Dear Parents/carers,

I am writing to inform you of your child's form tutor and house for their time here at Samuel Whitbread Academy. Their form tutor will be your first point of contact whilst they are with us.

Tutor group details are as follows:

Tutor Group	House	Tutor
9H	Harwood	Miss L Hussey

Transition Activities

Over the next few weeks, we have transition opportunities for all students to take part in albeit adapted to ensure all involved are safe. Keeping with the Public Health England (PHE) guidelines published on 15.6.21, we have planned our events to ensure:

- We limit visiting student mixing between bubbles (different schools)
- We limit the number of different visiting pupils at the same time
- We avoid compromising the existing social distancing arrangements within the class
- We consider the use of outside space as much as possible
- We encourage all participants to take an LFD test prior to any visit
- We ensure that the pupils involved understand the arrangements that are in place to reduce the risk of transmission of the virus

However, due to Bedford being a high-risk area for the Delta variant, our advice as a school on transition may change over the coming days following the Local Authority update this Friday. We will therefore confirm with you our plans for a transition/step-up day as soon as we are aware. We very much hope we have an opportunity to meet all students before September, but student and staff safety is obviously our number one priority.

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In spite of the ongoing COVID19 pandemic, we are dedicated to a smooth transition for your child and have arranged the following events:

- An opportunity for parents to meet the Principal, Head of Year and tutor virtually. We will provide a presentation and an opportunity to ask questions directly to the year team. The sessions are at the following times:

Tutor groups	Date and time
A-C	Monday 28 th June- 6pm
D-F	Monday 28 th June- 7pm
G-K	Tuesday 29 th June- 6pm
L-P	Tuesday 29 th June- 7pm

A link to the zoom meeting will be sent on Friday 25th June. The session will be recorded and shared at a later date for those unable to attend.

As students will not have had all the transition opportunities usually afforded to them, we plan to complete additional activities in September. Students will not attend their normal timetabled lessons straight away and, social distancing permitting, will be able to take part in ice-breaker challenges with their tutor group and house, meet their year team and take part in activities that will support them in finding their way around the academy. These activities have been informed through the concerns that were raised from the first steps forms the year 8s have completed and should allow us to mitigate these worries in the first few days in September. We want to take the opportunity to reassure you that your child's wellbeing and smooth transition is paramount in this process. In addition to the event outlined above, we also provide the following support:

- Our responses to the students' questions (via FAQs- attached)
- An opportunity for students to get to know their year team (via a fact sheet- attached)
- Finally, to find out a little bit more about our new students we have put this form together for them to complete if they wish to share something about themselves. An attachment is also included if they prefer to complete a hard copy "This is ME!"

<https://forms.gle/sswRDtUaqiCFhV646> This information will be passed on to the year team and tutor. We hope this is a good way for our new year 9s to share a little bit about their hopes and passions in order for us to encourage and nurture as soon as they join.

Uniform

Our uniform suppliers have worked tirelessly to make this process easy for all. Please see attached document for support on purchasing uniform. You are able to contact them directly with any questions or concerns. Please note, you will need to know the house (printed above) that your child has been placed in, in order to purchase the correct colour uniform.

SEND

The academy's special educational needs co-ordinator (SENCO), Mr T. Rowell has worked closely with all middle schools to ensure we have a good understanding of all children's needs and will be in contact with some of you over the next six weeks to confirm your child's personal provision plan, if not do so already. If you have any questions, or concerns, please contact trowell@bestacademies.org.uk and our head of learning support and ASD provision, Mrs J Swift jswift@bestacademies.org.uk



Transport

If your child is eligible for home to school transport assistance, Central Bedfordshire Council will distribute the passes over the summer term. Central Bedfordshire Council and other Transport providers are following government guidance on how your child can get to and from their school.

With social distancing rules still in effect, pupils should, wherever possible, avoid public transport (including school transport) and either walk, cycle or travel in your car

If your child is eligible for home to school transport assistance School transport will still be provided, in the usual way, for pupils that cannot make their own way to school. Due to social distancing, this will operate with a reduced number of seats. As government guidance is updated, Central Bedfordshire will release information regarding the changes to social distance rules on transport.

Please email school.transport@centralbedfordshire.gov.uk

If you live out of catchment and would like to purchase bus passes for next term, please contact Herberts Travel who provide transport for the J34, J35 and J96. Please see our website for more detailed route information, school transport code of conduct and contact details.

If you have any queries or concerns regarding transport then please do not hesitate to contact Mr R Candlin on rcandlin@bestacademies.org.uk and he will support where possible.

Head of Year

And finally, I would like to take a moment to reassure you that we will all work together to ensure your child has a smooth and successful transition. As exciting as starting a new school is, I understand that it can also be a stressful time for the whole family. I want to reassure you that as a year team, we will do all we can to ensure that your child is supported during the transition process and throughout their journey here at Samuel Whitbread. We take pride in creating positive partnerships with families and truly believe that we are able to get the best out of your child when we all work as a team. We all share the same priority: Your child's wellbeing. We will do all that we can to ensure that your child is happy and has a positive learning experience at our school. I speak for the whole year team when I say we are very excited for September, where we can come together as a year group and start to build a strong community. I am confident that we will be the best year group that Samuel Whitbread has ever seen!

We are always happy to help with any queries so please do not hesitate to contact the year team on the details provided below.

Miss Scott	Head of Year (HoY)	lscott@bestacademies.org.uk
Mrs Abbott	Pastoral Support Officer (PSO)	mabbott@bestacademies.org.uk
Mr Nicholl	Assistant Head of Year (AHOY)	rnicholl@bestacademies.org.uk
Dr Hood	Assistant Principal, safeguarding, behaviour and transition	chood@bestacademies.org.uk
Mr Rowell	Assistant Principal, safeguarding (DSL) and SEND	trowell@bestacademies.org.uk

Yours sincerely,

Lois Scott
Head of Year 9

