



Dear Parents, Carers and Students,

**Re: Year 6 Transition to St Dunstan's**

Firstly, I would like to warmly welcome you to St Dunstan's School, we are all very much looking forward to meeting you. Starting secondary school is an exciting journey but, understandably, students can sometimes be a little nervous.

I would like to introduce myself as I will also be starting at St Dunstan's in September. My name is Mr Oakwood and I am the Assistant Headteacher with responsibility for Pastoral Care. I will therefore be ensuring that you settle in well, can make friends and are happy and safe at school. Also in my team are Mrs Easterbrook – Head of Key Stage 3 (years 7, 8 and 9); Mr Jones – Head of Key Stage 4 (years 10 and 11); Mrs Chinnock – Assistant Head of Key Stages and Mrs Davies – Inclusion Room Manager. Our Special Educational Needs team is made up of Mrs Lewis (SENDCO), Mrs Pallister, Mrs Hale, Mrs Gray, Miss Martin and Ms Fletcher. Any questions about special needs should be directed to Mrs Lewis.

Your form tutor will be a key person that you will see every morning and afternoon, and your tutor should be the first point of contact for any questions about uniform, timetables, homework etc. Mrs Easterbrook will be the person to speak to about tutor group allocation, as well as any questions that tutors are not able to answer.

As you know, these are difficult times and, at present, we are not sure when school will be open or how it will be organised in terms of numbers of students being in each day. Obviously, our new Year 7 students are very much in our minds as we begin to prepare for their start at secondary school.

We are working with your primary schools to arrange some form of transition day before the end of the school year, which is currently set for July 3<sup>rd</sup>. During the day, students will find out their tutor groups, take part in some taster lessons and get to know their way around the school. We hope to be able to write to you shortly with more details about this. In September we intend to have at least one dedicated day for year 7 only, to help them settle in before the other students return to school.

Packs of paperwork requiring signatures will be organised before the summer holidays, please do get them back to us as soon as possible. These cover items such as permission to use the ICT systems in school, photo permissions and ParentPay to name but a few, so it can delay things if the packs are not returned promptly.

Please ensure that you have purchased the correct uniform including shoes. Please note that trainers are not allowed, skirts should be knee length and not made of jersey/stretchy material and trousers should be tailored (not skinny) plain black with no chains, studs or zips on pockets.

We very much look forward to meeting you all, please don't hesitate to get in touch if you have any questions by using the email address: [secretary@stdunstansschool.com](mailto:secretary@stdunstansschool.com)

On the back of this letter I have answered some frequently asked questions you may already have.

Yours sincerely

Mr C Oakwood  
Assistant Headteacher - Pastoral

## **Frequently asked questions**

### **How will I find my way round/what if I get lost?**

Most new students worry about this. Our older students are always helpful to new year 7 students. Teachers will also be on hand to point you in the right direction; we won't get cross if you are a couple of minutes late to lessons because you went to the wrong place in the first week or so. Most students say that they know their way around really well in a week.

### **How do I pay for my food?**

We run a cashless system called Parentpay. Parents can put money on their child's account online and then food is paid for using a thumbprint or a pin number if you prefer. Parentpay is also the method used for paying for school trips. Paperwork will be sent out explaining how it works.

### **What equipment do I need to bring?**

#### **Every student needs:**

A reading book, pen (black or blue), pencil, green pen, ruler, rubber, pencil sharpener, compass, calculator and school PE kit. Colouring pencils are a good idea as well. PE Kit can be purchased from Identikits in Wells as can school uniform.

### **What if I don't know anyone?**

As we have vertical tutor groups, the year groups mix a lot. For year 7, this is an asset as they get to know other students very quickly and our older students tend to keep an eye on their tutor group 'family'. After a week, most students say they have got to know at least one other person, after a month, they have made lots of new friends.

### **Will I be bullied?**

Most new students to any school worry about this. At St Dunstan's, students are very proactive in letting staff know if they are having a problem or if they are worried about someone else. Students say that St Dunstan's deal with any friendship issues quickly and efficiently so it doesn't escalate to bullying.

### **What clubs are there?**

We run a homework club from 3.15 to 4.15 every day – great for getting homework done so you can relax when you get home!

We also have an art club, drama club, chess club, various sports clubs and 'Super FRIDAYS' at Millfield – you will get information about all of these when you start Year 7.