



Ovingham Middle School

Ovingham, Prudhoe, Northumberland, NE42 6DE

Headteacher: Mrs J Bullock

Tel: 01661 833215 Email: admin@ovinghammiddle.co.uk

Website: www.ovinghammiddleschool.net

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5th June 2020

RE: Year 4 to Year 5 Transition

Dear Parents/Carers

As per our previous letter in April, we are writing to you to update you regarding our transition plans for your child in September as part of the Tyne Community Learning Trust.

As we all know, the current global COVID-19 pandemic has meant that we are having to find new ways of working that meet guidelines set out by the government, and we want to again offer you reassurance that we have planned alternative transition events and have developed alternative ways of delivering our usual offer. As you can appreciate, with current government arrangements for limiting pupil numbers and visitors in schools, we are unable to offer our usual face-to-face visits and opportunities at present. Stuart Rutherford-Orrock (Highfield Middle School) and Gemma Ridley (Ovingham Middle School) are working closely to ensure consistency between arrangements for all Year 4 students in the Tyne Community Learning Trust. They have been meeting on a weekly basis to press forward with arrangements behind the scenes and they have held meetings with all Year 4 colleagues in all of our feeder First Schools to share information about all of the Year 4 pupils.

Thank you for returning the pupil questionnaire via the Google form. This form is key in allowing us to find out more from the pupils themselves and will play an important role in putting together our new Year 5 classes and answering any questions directly from the pupils themselves.

In the coming weeks, there will be several different key 'getting to know you' type activities that both schools will be offering. Information about dates and timings of each of these events will be sent out via email and will be posted on both schools' websites and social media pages.

Our planned activities include:

- A welcome video from Head of Year 5 and other key members of the school leadership team, including answering questions sent to us from pupils.
- 'Getting to know you' messages and 'fun-facts' from the Year 5 teaching teams in both schools.
- A virtual school tour video to help pupils familiarise themselves with their new school and classrooms.
- Ongoing communication with all Year 4 staff with regards to ensuring the needs of all pupils are being considered and met.
- A dedicated email address for each school where any question or query regarding to this year's transition can be directed to.

- An opportunity for any parents of children with SEND needs to take part in a 'virtual coffee morning' meeting to meet with Head of Year and SENDCo.
- A virtual open evening presentation where you will find out key information about the school, the arrangements and the practicalities of starting Middle School in September.
- Online 'Transition Day' activities provided by each school in place of face-to-face transfer day on 4th July.
- Email communication informing you of your child's new class before the summer holidays.
- Thorough 'settling in' and transition time dedicated to all new Year 5 pupils in September to carry out several of the usual 'face-to-face' activities with their new class and teacher.

School uniform orders for both schools should be placed with suppliers Salto (Highfield Middle School) and Moette (Ovingham Middle School) in plenty of time for orders to be processed. The Miner's Lamp café at Eastwood's Park in Prudhoe offers a comprehensive selection of good quality second-hand school uniform items for each school and this can be accessed by any family.

In the meantime, we have set up a designated email address where you can direct any queries relating to Year 4 to Year 5 transition. The email address is as follows year4transitions_ovingham@tcltrust.org

We will endeavour to respond to queries as quickly as possible. We have also built a designated section on our school website to provide all required information relating to this year's transition. Information will be added at various intervals between now and July- you will be alerted when new information is available. This can be found at <https://ovinghammiddleschool.net/for-parents/year-4-transition/>

We look forward to working with you further in the coming weeks and to a smooth transition to Middle School for your child.

Kind regards,

Mrs G Ridley and Mr S Rutherford-Orrrock
Heads of Year 5
Ovingham Middle School & Highfield Middle School