



# Bryn Offa Church of England Primary School

Rockwell Lane, Pant, Oswestry, Shropshire, SY10 9QR  
admin@brynoffa.shropshire.sch.uk  
Tel: 01691 830621

Headteacher: Mr P Thompson

Friday 25<sup>th</sup> June 2021

Dear Parents and Guardians,

## **New transition arrangements for Reception Transition**

I have now completed the plan for the new transition arrangements and the risk assessment to accompany it. Please read this letter and the risk assessment attached carefully, as some parts of it relate to parents making themselves available to collect a child quickly if they were required to. Please don't be concerned by the risk assessment, as all the systems and precautions should not be noticed by the children and we will do everything possible to make sure they enjoy themselves in a nice relaxed atmosphere.

To stay within Government guidelines and to enable us to get all the children in school at the same time, we are moving the first part of the transition to outside. This will help the children to become familiar with the staff and routines, as well as starting to get to know each other. This is especially important for children coming from a setting where they may be the only child coming to Bryn Offa.

**The planned date for this transition is the afternoon of Friday 9<sup>th</sup> July.** If your child is not already attending Pant Pandas on that day, they should come to school for 1:00pm and wait with parents at the green gate where a member of staff will let you in. Your child will need to be collected promptly at 3pm from the same place. As this transition visit will be taking place outside, please ensure your child is dressed appropriately for the weather conditions.

The second part of the transition is planned for September when the children will be in school. As we are unsure if there will be any restrictions in place at this time, I cannot tell you exactly what this will look like at this time, but please be assured that we will do our best to make sure the children have a great start with us and settle quickly into school life.

When you have read this letter and the risk assessment, I would be grateful if you could contact Miss Morris by email on [admin@brynoffa.shropshire.sch.uk](mailto:admin@brynoffa.shropshire.sch.uk) to confirm if your child will be attending the transition afternoon on Friday 9<sup>th</sup> July. Your emailed response should be with us by Thursday 1<sup>st</sup> July 2021.

Yours sincerely,

Mr Thompson  
Head Teacher