

King Edwin Primary School



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Dear Parents and Carers,

We are writing to let you know that we will be able to share details regarding class organisation and staffing arrangements after the half-term break.

We fully understand how important this information is to families, and we want to reassure you that this process is something we begin planning for as **early as December each year**. However, as with all schools, staffing can be influenced by a range of factors including career progression, family commitments and other unforeseen circumstances. It is therefore essential that we take the time needed to ensure that all decisions are finalised thoughtfully and carefully before communicating them with you.

Please be assured that these decisions are never taken lightly. They are significant and involve detailed consideration of every child's needs and wellbeing. Senior leaders and teaching staff work collaboratively to plan the best possible arrangements to support each child's continued progress. We are very proud of the consistently successful transitions we have achieved over many years and the positive impact these have had on our KingEdwinners.

Transition at our school is extremely well-developed and carefully structured. We plan a series of transition days and experiences that are thoughtfully designed, with specific themes, to help children feel confident, secure and excited about their next stage. These opportunities allow children to become familiar with new adults, environments and expectations in a supportive and gradual way.

Our approach is rooted in research and best practice. We draw on guidance from the Education Endowment Foundation (EEF) to ensure that our processes support academic progress and emotional wellbeing. This evidence-based approach helps us to create experiences that reduce anxiety, build resilience and strengthen relationships.

We are also fortunate to have a dedicated **Transition Leader in Mrs Rawlings (formerly Mrs Cox)** who works closely not only within school but also with local secondary schools and other early years and private, voluntary and independent (PVI) settings. This ensures strong communication, continuity of support and a joined-up approach to each child's journey through education.

In addition, we offer a wide range of pastoral support to ensure that every child experiences a positive transition. Our skilled play therapist, ELSA (Emotional Literacy Support Assistant) leaders and wider SEMH provision all work together to support children during times of change. This layered support enables us to respond sensitively to individual needs and ensure that all children feel safe, confident and ready for their next step.

We hope this provides reassurance about the care and attention that goes into our transition arrangements. Thank you, as always, for your ongoing support. We look forward to sharing further details with you after half term.

Kind regards,

Andy Callaghan-Wetton – Headteacher King Edwin Primary School

