

May 2020

Dear Parent/Carer

Welcome to my first letter as the *'Moving Up'* Lead at The Latimer Arts College. I am delighted that your son/daughter will be joining us and in my role, I will do all that I can to ensure that he/she has a successful transition to secondary school.

I know that you are aware that these are challenging times for schools to try to operate routinely. However, in spite of the unusual circumstances, I would very much like to reassure you that we will be in contact regularly to ensure that your son/daughter is 'good to go' when they are able to join our Latimer family.

The first stage of our *'Moving Up'* programme would have been our invitation for parents and carers to join us at our *'Moving Up Evening'* last week. As we have been unable to host this, we would like to provide you with our ***'Information for Parents and Carers Booklet'***: This is our information booklet, published annually, which we hope will help to provide you with key information about the College's systems and procedures.

Whilst this is not a substitute for our face to face meeting, our hope is that this provides some additional support for you at this time and may be something that you can look through with your son/daughter over the next few weeks.

In addition to this, please find details of ways in which we will provide further information for you over the coming months, as part of our *'Moving Up'* programme:

'Moving Up' Website page [click here](#) We have set up a dedicated transition web page for parents and carers and new students on our College website. Information will be posted here on a regular basis.

Twitter Account: A dedicated Twitter account will also operate as a 'broadcast information only' account to support the transition process: @year7latimer. You can also follow @latimercollege, our main school Twitter feed, to keep up to date with life at Latimer.

Newsletters: We publish a regular Latimer newsletter (weekly during this period of school closure), which will also have information updates.

We are currently liaising with primary schools to gather important information about the progress that your son/daughter has made at KS2 and any pastoral information that will help us to ensure that we know them even before they join us.

Although we are unable to confirm at this stage whether we will be able to hold our *'Moving Up Day'* for our Year 6 students, we will keep you updated on this over the coming weeks.

In the meantime, should you require further support with the transition process, please do email mail@latimer.org.uk with any questions and we will get back to you.

I very much look forward to meeting you and your child in the very near future.

Yours sincerely

A handwritten signature in black ink, appearing to read "Nigel Corrigan". The signature is written in a cursive style with a horizontal line at the end.

Mr Nigel Corrigan

'Moving Up' Lead