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AND RESOURCED PROVISION FOR  
HEARING IMPAIRED CHILDREN  
Headteacher: Mrs C Findlay

May 2025

Dear Parents / Carers

Following our previous letter, we are delighted that you have chosen to send your child to Manor Junior School this September and look forward to meeting you and your child later this term.

This letter details our induction programme and transition arrangements for this. We recognise that all children are unique and some will take longer to adjust to the transition to the junior school. If there is anything more that you feel would be useful having read this letter, please do not hesitate to let us know.

### **Pre-visit to Infant Schools by Junior School Staff**

Members of the Year 3 team will be visiting all the infant schools from which children are transferring. They will talk to the children individually as well as their current classteachers to ensure the smoothest possible transfer.

### **Induction Afternoon – Thursday 3<sup>rd</sup> July 1.15 p.m. – 2.45 p.m.**

As part of our induction programme we are inviting your child to visit our school for the afternoon on **Thursday 3<sup>rd</sup> July at 1.15 p.m.** Children from Manor Infant School will be directly collected by our staff. Please would parents of children from other Infant schools bring their child to the main entrance for 1.15 p.m. and collect them at 2.45 p.m.

During this afternoon we will also be holding a meeting for you, as parents and carers of children due to start at Manor Junior School in September. This will take place in the school hall at 1.15 p.m. Within the meeting we will provide you with all the information you will need to know before your child starts with us in September. There will also be an opportunity to talk informally with members of staff before joining your child in their new class and meeting the class teacher. The meeting will finish in time for you to take your child home at 2.45 p.m.

### **Other Transition Events**

Outside of the main induction afternoon, we are inviting the Year 2 pupils to visit us on **Wednesday 9<sup>th</sup> July from 9.30 a.m. until 11.00 a.m.** to take part in activities with their future Year 6 buddy, attend an assembly and a school breaktime. Parents of pupils transferring from schools other than Manor Infants will need to make arrangements to transport them to and from Manor Junior School.

On **Wednesday 16<sup>th</sup> July from 3.15 p.m. until 4.00 p.m.** we will be running activities on the school field that we very much welcome your child and your families to join in with. As many of our school staff as possible will be out on the field to welcome you and introduce themselves. We also thought this would be a lovely time for you to start to get to know other families of children who will be joining us in September.

**SEN/Vulnerable Pupils**

Additional visits to the school will be made for children with SEN or particular vulnerabilities on an individual basis. We will liaise directly with feeder schools and their families to make these arrangements. If you would like to contact Miss Dakin, our school SENCO, with any concerns or questions before your child starts, please email her directly [c.dakin@manor-junior.hants.sch.uk](mailto:c.dakin@manor-junior.hants.sch.uk)

**Other Information**

Whilst we liaise closely with all our feeder schools and use the information they share to help organise the Year 2 pupils into their new classes, it would be helpful if you could indicate any needs you would like us to consider using the slip attached.

Once again we look forward to welcoming you and your child and will hopefully see many of you during the induction afternoon on Thursday 3<sup>rd</sup> July.

In the meantime, we would be grateful if you could complete and return the enclosed forms to the school office as soon as possible, thank you.

Yours sincerely

Mrs C Findlay  
Headteacher

**Copies:**

Headteachers at:  
Manor Infants School  
Southwood Infant School  
Farnborough Grange Infant School  
Parsonage Farm  
College Town Primary School  
South Farnborough Infant School

**Year 3 September 2025**

Name of child: .....

☐

I wish to accept the place for my child in year 3 from September 2025

☐

I no longer require the place for my child in year 3 from September 2025 and have

secured a place at .....

(please indicate name of school)

Signed: .....

Parent / Carer

Child's current school: .....

*Please return this form to the Manor Junior School office by Thursday 22<sup>nd</sup> May 2025 – thank you.*

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**Year 3 Class Setting**

Name of child: .....

I would like Manor Junior School to take the following information into consideration when placing my child in a year 3 class:

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Signed: .....

Parent / Carer

*Please return to the Manor Junior School Office by Thursday 22<sup>nd</sup> May 2025 – thank you*