



Mercia School
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Headteacher: Mr Dean Webster
Chair of Governors: Mrs Rhona Dodds

Our ref: DW/GD

5 June 2020

Dear Parents and Carers,

I hope you and your family are well in these unsettling times. Please be assured that NAME will receive an excellent transition to Mercia School. We are excited to meet our new Year 7 children and welcome you to the 'Mercia family'.

As government guidance currently prohibits large gatherings and the need to social distance, **we have postponed our next transition meeting which was due to take place on the 11 June.** We were hoping to introduce your child to their new Mastery Tutor, and give them a glimpse into learning at Mercia. We will look to reschedule this event as soon as we are permitted. Rest assured, we have already spoken to most primary schools about our children, which has been really insightful and informative.

Individual one to one appointments

An integral part of the Mercia transition, is a private one to one meeting for parents and their child. This will be conducted by a senior leader or teacher. This appointment is an essential part of the induction process for entry into Mercia School. The appointment will last for approximately 15 minutes. Please be assured social distancing will take place in a well ventilated area. These meetings are crucial for us to ensure we know you and your child well. Your cooperation and support with these meetings will be vital.

Your scheduled appointment is at **«Time» on «Date» at Mercia School.**

You must contact enquiries@merciaschool.com if you cannot make this appointment so we can rearrange. This includes if you have any Covid-19 symptoms, are self-isolating or have a member of the household who is shielding.

This is a fantastic opportunity for you and your child to receive the vital information required to make the best possible start to life at Mercia School in September. It also gives you the chance to ask any questions or share any important information.

At the appointment you can purchase the compulsory Mercia learning equipment (£5), specific calculator (£10) and branded water bottle (£3) to make organisation for September easier.

I have enclosed our Family Handbook so you can become acquainted to our rules and routines. All important information for parents is collated here. Please read the Home School Agreement beforehand. This will be signed during the appointment as a formal contract.

All uniform information is within the Family Handbook. Purchases can now be made from Whittakers Schoolwear at www.whittakersschoolwear.co.uk

Data Collection Booklet

Please find enclosed our Data Collection Booklet which, for legal reasons, we need you to complete and return before your child starts at Mercia School. It is important that we hold accurate and up to date information about your child. Please bring the completed booklet to your child's one to one meeting. If you need help with any aspects of the form, we will be able to assist with completion during the meeting.

We are very much looking forward to meeting and working with you and NAME.

Yours faithfully

A handwritten signature in black ink, appearing to read 'D. Webster', written in a cursive style.

**Mr D Webster
Headteacher**