



# The Priory School

Educating Students for Success in Life

The Priory School  
Bedford Road  
Hitchin  
Hertfordshire  
SG5 2UR

☎ 01462 622300 · ✉ admin@priory.herts.sch.uk · www.priory.herts.sch.uk · @TPS\_Hitchin  
Headteacher: Mr Geraint Edwards

---

May 2020  
LF/JW

Dear Parent / Carer

A warm welcome to The Priory School. We very much look forward to seeing your child join our school community and to getting to know them and yourselves.

Clearly we are in unchartered times at the moment and the picture is not clear as to how and when schools will re-open and what our transition programme may look like. This letter lays out what our normal timetable of events would be. We will update you as the weeks go by as to how this will be modified in the light of current closures and whether the easing of restrictions allows us to continue as normal towards the end of the school year.

## School Visits

All Year 6 students would normally be visited in their primary school before coming to The Priory School. If visits are permitted and schools are open, unless your child is absent from school at the time of the visit, they should meet a member of The Priory School staff (usually Head of Year 7 or myself) in June. The purpose of this visit is to try to remove some anxieties about transferring to secondary school and to share relevant information. At this visit your child will be given a further smaller booklet to support them with the transition process and answer some commonly asked questions.

## Induction Day and Induction Evening on Thursday 9<sup>th</sup> July 2020

We hope to see your child in school on Thursday 9<sup>th</sup> July at 8.45am subject to government advice. This is the county-wide secondary school Induction Day and is a chance for your child to meet teachers and other new students, as well as try out some lessons. You and your child are also invited to spend that evening with us from 7.00pm. Mr Edwards, the Headteacher, will speak about matters of general interest and introduce the Head of Year 7. More information about these two events will be sent to you nearer the time subject to government advice on social distancing. Students should wear their primary school uniform for this day. Lunch will be provided for your child free of charge.

Should these events have to be cancelled, we will endeavour to set up some form of online transition event to allow you to ask questions and to learn a little more about the school.

Please use the following the link below to complete our online **Essential Form** information: [www.priory.herts.sch.uk/EssentialForms](http://www.priory.herts.sch.uk/EssentialForms). It is really important for the effective running of school systems that we have as much current and up to date information as possible about you and your child. I would be grateful if you could complete the form by Monday 1<sup>st</sup> June 2020. If you have any queries regarding the form, please email Jo Wilcox in the Office for further assistance - [jo.wilcox@priory.herts.sch.uk](mailto:jo.wilcox@priory.herts.sch.uk).

PTO

Also enclosed is a general information booklet about The Priory School which we hope you and your child find useful and informative.

### **Being a parent of a secondary school aged child**

We are aware that for many of you, this may be the first time you have had a child at secondary school and, in some sense, this is a transition for you too. Life at secondary school is very exciting for the new students, but also brings its challenges.

We have long established routines, rules and structures in place which are applied by caring and skilled staff. For your child's time at secondary school to be as fruitful as possible, it is crucial you support the school at every opportunity. This includes guiding your child in managing their homework and equipment, ensuring they get enough food and sleep, and enforcing tight controls on use of social media.

Some of the more challenging times may involve your child falling in and out of friendships, possibly struggling in class and / or receiving consequences from teachers. We want to work together with you to support your child's journey through school. If you have any concerns, you are of course welcome to contact the school to discuss these. However, we would strongly encourage you to do this with an open mind. There are always two sides to any story that may be recounted at home. If and when such incidents occur, staff will take care to investigate things and apply our consequences in as fair and balanced way as possible. We strive to form an environment in which students flourish, but also learn lessons where they need to and we need your back-up to make this happen effectively.

If you have any questions or wish to discuss any of the above, please do not hesitate to contact the Pastoral Team. We look forward to seeing you at The Priory School very soon.

Yours faithfully

A handwritten signature in black ink, appearing to be 'L. Foster', written in a cursive style.

**Mr L. Foster**  
Deputy Headteacher  
(Behaviour and Pastoral)