Date:

Dear Headteacher and Secondary Transition Teachers

**Re: Stepping Stones Programme to support transition to Year 7**

As you may already be aware, we are piloting a new transition support programme to help students to settle in quickly to Year 7. The aim of this is to ensure that the children’s transition to secondary school goes smoothly, so that they are able to effectively build on the skills they learnt at primary school throughout Year 7.

The programme has a number of different strands and we would appreciate your support in identifying children who might particularly benefit from the different interventions. We know that you are extremely busy so we will try to build this into our existing meetings and structures, for example our SENCO or Head of Year 7 may ask some additional questions as part of their usual meetings with you.

We would like your help to identify students who would benefit from three initiatives:

* A **Summer School** which develops literacy and numeracy but also fosters creativity, fun and friendship
* A **peer mentoring** programme in which Year 7 students work with Year 10 students developing social and academic skills
* A **taught programme** aimed at helping students who present with challenging behaviour

In addition, we ask that you:

* Encourage children to attend our transition events (see dates);
* Encourage parents/carers to sign their children up for the Summer School.

If you have any questions or would like more information about the programme, please do not hesitate to contact me at the school.

Many thanks for your support with this important project.

**Stepping Stones Project Lead**

cc:

Teacher i/c Year 7

SENCO