



MANBY LODGE INFANT SCHOOL

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HEADTEACHER: MISS M. MORRIS

14.03.25

Dear Parents/Carers,

This letter contains important information about Year 2 transition arrangements for children moving to Cleves. This year has gone so quickly, and we will be sad to see our wonderful Year 2 cohort move on!

TRANSITION ARRANGEMENTS FOR YEAR 2 PUPILS

We have arranged the transition events as below. These events give the children an opportunity to visit Cleves, speak to staff members, speak with current Year 3 children and ask questions, and meet their peer group from Oatlands and other settings.

Prior feedback from parents tells us this is a comprehensive and supportive program of events. There will also be an additional visit planned for targeted children. Parents will be contacted about this individually in May.

Wed 23 rd April	Year 2 teachers to visit Year 3 classes
Date (TBC)	SENCo handover and visit – K. Saffer with J. Grafton
Tues 6 th May	Oatlands and Manby singing afternoon at Cleves Arrive at 1:30pm, collection from Cleves at 2:45pm
w/b Mon 19 th May	Year 2 meetings at Cleves – Cleves will liaise with parents directly
Friday 6th June	Sports Challenges at Cleves – am (led by Sports Crew). More information to follow Arrive at 9:00am (on school field), finish 11:30am
Friday 6th June	Suggested class lists sent to Cleves from Manby and Oatlands
Monday 16th June	Transition Activities at Manby (30 children) – pm Year 3 children and staff to visit. Lion class
Thursday 19 th June	Transition Activities at Manby (30 children) – pm Year 3 children and staff to visit. Leopard class
Friday 20th June	Transition Activities at Manby (30 children) – pm Year 3 children and staff to visit. Tiger class
W/B Monday 16th June	Handovers to take place between Year 3 and Year 2 staff.
Tuesday 24th June	Year 3 Teachers to visit – pm.



Tuesday 1st July	Year 2 Children visit Cleves – Moving up day.
Wednesday 9th July (TBC)	Year 2 Coffee Afternoon – Cleves will liaise with parents directly.
Monday 14th July (TBC)	Year 2 children to watch Year 6 Dress Rehearsal (9am).

If your child is not moving on to Cleves, their new school will have its own transition arrangements in place. Your child will still be invited to all appropriate events taking place at Cleves eg sports events, singing afternoon.

We will send more specific information out to parents as necessary before events that are off site and require transport.

If you have any questions, please ask your child's class teacher, email the school (secretary@manby-lodge.surrey.sch.uk) or catch Miss Morris or me in the playground before or after school.

Kind regards

Karen Saffer

Deputy Headteacher and SENCo