



COPNOR PRIMARY SCHOOL

Copnor Road, Portsmouth, Hampshire, PO3 5BZ

Telephone: 023 9266 1191 023 9266 4013

Facsimile: 023 9265 0474

E-Mail: admin@copnorprimary.co.uk

Headteacher: Matt Johnson BA (Hons.) QTS

20th May 2022

Dear Parents and Carers,

Welcome to Year 3

We are delighted that your child will be joining our school in September and look forward to meeting you at our induction events as we welcome you and your child to the Copnor Primary School family. Our experienced staff are looking forward to working closely with you as your child begins their journey through our school, a journey which we hope will be happy and successful, supported by strong home school partnerships.

We carefully plan the induction programme for our new Year 3 children to reflect current best practice and to ensure the whole process is as smooth as possible for every family. We are keen to reflect the needs of each child and family within an effective induction programme. Our priority is to plan opportunities to establish the strong relationships between home and school that are so important within primary education, through getting to know each child as an individual. We will also be in contact with your child's current infant school to ensure that all information is passed onto us.



Admission Information

As you applied for a place at our school through the Portsmouth City Council Admissions Team, some basic information about your child has now been shared with us. We hope to collect further information from you during our induction programme, to support our admission arrangements and to promote a positive transition from their current school. At our transition meeting we will provide you with our online Registration Form to complete.



In addition, our staff will liaise with your child's current school to discuss their learning and progress, as well as their general development. We aim to visit each school during the summer term to make this liaison as effective as possible.

Induction Evening for Parents – Monday 20th June 6:00pm – 7:00pm

We have planned an evening meeting for parents and carers to introduce you to key members of our school team and provide you with practical information to help your family prepare for the new school year. The meeting will be held on Monday 20th June and begin at 6pm, but please arrive by 5:45pm via the main reception gate on Copnor Road as you will have a chance to talk to staff, governors, members of our Parent Teacher and Friends Association (PTFA) and other new parents.

There will also be a chance for a tour of the Key Stage 2 building to see the Year 3 classrooms. Please be aware that these are upstairs in the Key Stage 2 building.

Induction days for Children – Monday 4th and Tuesday 5th July, 9:30am to 2:30pm

In line with all children moving schools across the city, we would like to invite your child to spend the day with us on Monday 4th and Tuesday 5th July so that they can become familiar with our school staff and buildings. Importantly, the days will also provide an opportunity for all of our new Year 3 children to get to know the children in their new class.

On Monday 4th July we invite you to bring your child directly to us, rather than go to your child's current school first, and enter our school via the main reception gate on Copnor Road at 9:15am, where one of our lovely admin staff will be waiting to welcome you with details of their class group. When you first arrive we will take the name of who is collecting your child at the end of the school day. They will then take your child to their Year 3 class for a 9:30am start for the first of their transition days.

The day will involve a range of learning and familiarisation activities and lunch at our school. As Year 2 children are entitled to Universal Free School Meals, arrangements will be made for all visiting children to have a free school meal here. Those who would prefer to bring their own healthy packed lunch (nut free) are welcome to do so. Unfortunately, if your child has any special dietary requirements/ allergies, we will be unable to provide your child with a free school meal on this occasion, therefore you **must** provide a home packed lunch.

At 2:30pm, the first transition day will end and your child will be brought to reception (where you entered school in the morning) for you to collect them. Please ensure you bring a form of ID with you so we can ensure we are releasing to the correct named adult.

On Tuesday 5th July, please arrive at school for 9:30am, this time enter the school via the main pedestrian entrance which leads to the playground on Copnor Road (big double green gates by the traffic lights) and proceed to the Year 3 stairwell door on the Key Stage 2 playground. Your child should know where this is from the day before, but if they forget, there will be staff to guide you. The Year 3 teachers will be outside to meet your child and take them to their classroom. At 2:30pm, please come to this door to collect your child. The main pedestrian gates will open at 2:25pm to allow you access to the site. If the person collecting is different from Monday, please let the office know in advance and ask the adult to bring a form of ID.

School Uniform

As you know, we pride ourselves on securing high standards at Copnor Primary School in every aspect of our provision. Our children look and feel smart in their school uniform and full details of our uniform can be found on our school website. Uniform items with the school logo can be purchased directly from Hargreaves either online at <https://www.hargreavespromotions.co.uk/>, or at their shop Portfield Corner, Portfield Road, PO3 5GP. Alternatively, from Penelope Ann either online at <https://pa-schoolwear.co.uk/>, or at their shop 34-36 Tangier Road, Baffins, PO3 6JN.

Examples of our uniform will be on display at our Induction Evening for Parents on 20th June 2022 and volunteers from our PTFA continue to arrange regular second-hand uniform sales throughout the year.

Our induction programme is planned to help your child feel confident as they join our school community. We look forward to welcoming you to our Induction Evening on Monday 20th June where we will be pleased to answer any further questions you have, and then your child joining us for their transition days on Monday 4th and Tuesday 5th July.

We really value strong links between home and school as they have such a positive impact on children's education. Please accept my sincerest wishes that this will be the start of a productive and happy four years for your child. It is a super school; I am immensely proud to be the Headteacher with a staff team that care very deeply for the children. I hope you love it as much as I do!

Yours sincerely

A handwritten signature in black ink, appearing to read 'Matt Johnson', with a long horizontal flourish extending to the right.

Mr Matt Johnson

Headteacher