

Dear **SALUTATION**

Best wishes from Calday Grange Grammar School and welcome to our school community.

We are now able to give you some information about your son's Form and the key staff who will be part of his support network.

STUDENT FORENAME has been placed in Form 7HR, his Form Tutor will be Mr Dave. The Form prefix will tell you his House, so Forms with a B prefix are in Bennett House, G Forms are Glegg House and H Forms are Hollowell House. His House Pastoral Leader and Deputy are Mr Douglass and Mrs Symes. This team will always help with any settling in issues, the first port of call being the Form Tutor.

STUDENT FORENAME should follow this link

<https://www.youtube.com/playlist?list=PLxeaEqpQXLbLUJ-WXNumIWIFidtBc57fp> where he will find our Year 7 Induction Series of videos including a welcome to Calday message from Mr Gray, the Head Teacher and Mrs Storey, the Director of Student Services. He can also listen to a message from Mr Douglass and Mrs Symes, Pastoral Leaders of Hollowell House. It would be great if you could listen to these with your son if possible, we are keen that we start our journey together.

The next step of the transition process is for you and your son to meet his Form Tutor in a video meeting so they can share some important basic pieces of information. The meeting for students in 7HR is on Monday 29th June at 6:30pm. You will receive an invitation and joining instructions nearer the time.

This meeting is for information transfer, it will be like a normal public meeting in that it is not interactive and you will not be able to ask questions at the time. The Form Tutor and members of the Pastoral Team will conduct the meeting. If you are unable to make it, please let us know so that we can email the presentations to you.

We hope that the information will help you to feel more confident about the change of school, but if you have questions please email the school at belong@calday.co.uk. We will produce a FAQ for the common questions and contact you individually where the question is more personal in nature.

We will also be inviting your son to a virtual meeting (and you if you would like) to join other students in his Form in a 'get to know each other' event. We will give you more details with the invitation, but it will be an opportunity for Form members, including the Form Tutor and Pastoral staff, to share a little about themselves with the rest of the Form.

We have not given up on bringing your son in before the summer, but there will be a Minecraft style game to help him to find his way round the building in a virtual tour whatever else happens.

We very much hope you can join us for the meeting on Monday 29th June and look forward to welcoming your son to Calday in the near future.

Kind regards

Mr M Twist
Deputy Head