

Dear Parent/Carer

I would like to take this opportunity to say a warm welcome to West Derby School! I am looking forward to a productive partnership with you, helping create an effective and successful educational experience for your son.

It is a huge step for your son to leave year 6 and start year 7 at a new school. At West Derby we try to ensure we support each individual pupil as they begin their new journey. It is imperative that in year 7 pupils develop good habits and our staff work to encourage our boys to have exceptionally high expectations. Behaviour, attendance, organisation and responsibility are vital to the progress through the years in West Derby.

Here at West Derby we pride ourselves that the efforts we make ensure a smooth and worry-free transition from primary school. My name is Mrs Stephens and I will be your son's Pupil Progress Leader throughout year 7. I and the team of year 7 form tutors will continue the transition process from the moment your son's starts at West Derby. We will be on hand to give essential information, advice, encouragement and emotional support when required. Your sons form tutor will be his most regular and important contact and, along with myself, will help track his academic progress through school.

It is very important that our students learn to take responsibility for their own learning and organisation, but I am sure that you will be keen to help in certain areas. An important source of information and means of communication is the schools website. Regular messages, important notices, subject information and whole school initiatives can be found on here. Additionally, school contact forms and links to 'Show my Homework' are also key features.

'Show my Homework' is the schools online platform for staff to publish homework, deadline dates and requirements. Pupils and parents will get a log in password so you can track the amount of homework your son has been set. No hiding place for him!!!

A new beginning is exciting, but this transition can also be a stressful time for your son, how can you help? Try to find out as much information about our school as possible, use the schools website to see what is going on in school. Follow us on Social Media, Facebook, Instagram and Twitter. In September be familiar with his timetable, pin a copy up at home alongside a checklist of daily equipment and homework timetable. Also discussing, every evening, how the day went, the next day's lessons and any deadlines for work will encourage forward planning and prevent early morning panics! Assessment across the school takes place at various points in the year. We will notify you prior to these dates so you can support your son with his revision.

We firmly believe that rewarding pupils is very important and we do so on a regular basis for both academic and other personal achievements, leading to certificates of excellence presented at special end of term assemblies and annually at our awards evening.

We are particularly proud of the extensive extra-curricular activities we offer to our pupils both at lunchtime and after school. Please encourage your son to join as many as possible as I believe it will widen his circle of friends, and, in many cases extend and improve his level of skill and performance. A busy and involved pupil is much less likely to worry.

At West Derby, we believe that building positive relationships with parents/carers will help inspire our boys and lead to success, progression and achievement of all our pupils. I am a firm believer in attendance is ranked to attainment. Please ensure your son is in school every day and on time. 97% attendance is the minimum target we set for our pupils, this equals to a maximum of 5 days absence in a full academic year.

I look forward to working hard to ensure your son is happy, challenged and successful at West Derby School.

Yours faithfully

Mrs J. Stephens
Year 7 Pupil Progress Leader.