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*Our aim is to create a happy school where every member feels valued and able to achieve personal excellence.*

Date: 22<sup>nd</sup> October 2021  
Ref: CV/mh/lowerschs

Dear Parents and Carers of Year 4

**Re: Arrangements for Leighton Middle School Transition events:**

**Open Day - Saturday 13<sup>th</sup> November 2021**

**Tours Tuesday 23<sup>rd</sup> - Friday 26<sup>th</sup> November 2021**

Choosing the right school where your child will be happy and safe and there will be a wealth of learning opportunities is an exciting albeit possible stressful period for any family. All the staff at Leighton Middle are committed to your child's educational journey and going 'above and beyond' is part of our culture. We pride ourselves on being a 'happy school' where everyone is valued and encouraged to strive for 'personal excellence'.

At Leighton Middle school, we strongly feel that families being able to visit our school is not only crucial to get 'a feel of our school' but also an insight into the wonderful opportunities on offer from the plethora of daily clubs; high levels of pastoral care and specialist rooms and staff. For example, your child will have Science in a laboratory and use Bunsen burners, partaking in experiments from the word go.

We are committed to enabling face to face events to support families with their choice of middle school and we have put in measures in line with Public Health guidance to ensure our Open events are safe and enjoyable for all.

We will be limiting numbers and places will need to be booked at all our events but we have extended the timings and hope your visit will be more enjoyable with less people. However, if you are unable to visit, you might like to visit our website under the 'Parent tab' where you will find our introductory videos and tours from last year when we ran our events virtually. <https://www.leightonmiddle.org.uk/year-4-transition-to-middle-school/>

**Saturday 13<sup>th</sup> November and Tours during the school day - Covid measures**

We look forward to welcoming and meeting prospective parents and Year 4 children and showing you the wonders of our school.

2021 and Covid has continued to bring us all challenges. However, the following quote is always one to help refocus, 'If you are positive, you'll see opportunities instead of obstacles' (Confucius). As case numbers continue to remain high our school will be implementing the following measures to help reduce the risk of the spread of Covid at Leighton Middle and within the wider community. It is important to us to reduce the risk of becoming ill for all and protecting our staff so they remain fit and well to be in school.



- The Open Day on Saturday has been extended to the whole day and we have tripled the number of talks and tours. Spaces available will be limited and **booking will be required**.
- We have increased the number of tours during the school day from Tuesday 23<sup>rd</sup> November to Friday 26<sup>th</sup> November. **Booking will be required**.
- Our booking system will be for up to 2 parents/carers with their child. We apologise in advance but we will **not be able to accommodate other siblings**.
- Adults and young people aged 11 and over are requested to take and receive a negative LFD test prior to attending our Open Day and any tours during the school day.
- Anyone who has Covid symptoms should not attend our school and should book a PCR test.
- In line with government guidelines as a school, we will expect and recommend that members of the public **continue to wear face coverings during the tours and open day** as we will be visiting enclosed classrooms with groups of children and adults.
- Windows in classrooms and around school are likely to be open to increase ventilation. The temperature around school may be cooler as a result, especially given the time of year. Please bring warm clothes.

### **Open Day - Saturday 13<sup>th</sup> November 2021**

#### **Booking Arrangements**

Parents are requested to book into one of the Headteacher talks, followed by the option of touring the school using the following link [www.ticketsource.co.uk/leighton-middle-school](http://www.ticketsource.co.uk/leighton-middle-school)  
Bookings can be made from Friday 22<sup>nd</sup> October 2021.

Parents are requested to arrive at Bridge Street no earlier than 5 minutes prior to the Headteacher's talk. **The booking code will be required on arrival** where you will be welcomed into our school hall. This will be scanned and can be shown on your phone or other device or a print out.

The Headteacher's talk will commence at 9am and be repeated at hourly intervals prior to the last talk being at 2pm. The talk will aim to introduce life at Leighton Middle and be followed by tours. We advise that families spend no more than 90 minutes on the school site, to avoid overcrowding.

#### **Audio Guide Option**

We aim to have some of our older students available to guide where possible. There will be staff and pupils present representing all of the subjects taught at Leighton Middle and we encourage the Year 4's to get involved with some of the practical learning experiences.

To minimise pupil contact, we have created an audio guide which is optional for the Open Day tour. There will be a link available on the day to listen to the tour. Families will each need to bring their own device AND earphones to be able to listen to the audio guide.

Our canteen will be open, offering a sample of food, 'grab and go' style but we will not be able to offer our usual sit-down facilities.

### **Tours during the School Day - Tuesday 23<sup>rd</sup> November to Friday 26<sup>th</sup> November**

#### **Booking Arrangements**

If you have been unable to attend our Open event on Saturday 13<sup>th</sup> November or wish to tour the school during the school day, please use the following link to book [www.ticketsource.co.uk/leighton-middle-school](http://www.ticketsource.co.uk/leighton-middle-school)



We have increased the number of tours available as we will be limiting numbers visiting our school. Tours will be at 9am, 9.20am, 9.40am and 10am on Tuesday 23<sup>rd</sup>, Wednesday 24<sup>th</sup>, Thursday 25<sup>th</sup> and Friday 26<sup>th</sup> November 2021. Due to restricted numbers, booking will be required for up to two adults and one child per family.

Please arrive at the Bridge Street gates with your booking code no more than 5 minutes prior to your tour.

You will be welcomed to the school by our staff before being taken on a short tour of our school, visiting a variety of classrooms and subjects.

The school, staff, governors and pupils at Leighton Middle look forward to meeting you at our Open event or tours. Thank you for taking the time to visit our school either virtually or in person. We are a proud and successful school with high expectations of all. It would be our pleasure to guide your child through the next stage of their education.

The most common question, we are asked is whether your child will gain a place. Whilst no school can offer guarantees, if you choose Leighton Middle as first choice you are highly likely to be successful. Last year nearly 95% of children who chose our school successfully gained a place.

If you have any further questions, the Senior team and I will be available at our Open day and tours but if you are more comfortable contacting the school office via telephone or email, we are happy to answer questions remotely and will respond quickly.

Yours sincerely,



Mrs C Vallance  
Head Teacher

