



Craigie High School

Andrena Waghorn—Head Teacher
Garnet Terrace, Dundee, DD4 7QD
Tel: (01382) 431111
Email:
craigie@dundee.gov.uk

Dear Parent/Carer,

We are looking forward to your child joining our school community for S1 in August and will do our best to ensure that your child's transition from Primary to Secondary is as smooth and successful as possible. It has been a pleasure to meet so many of our transitioning P7s and parents/carers over the session as part of our transition program. For example, at Open Evenings, the Christmas Show, School Tours led by the Transition Pupil Support Worker and scheduled events including most recently The Passport to Europe. I am confident that these experiences have provided most young people with opportunities to familiarise themselves with the school building and to meet a range of staff.

Audrey May, Chief Education Officer for Children and Families Service issued a letter to parents and carers confirming a return to school date for pupils in August. A copy of the letter is on the school website <https://tinyurl.com/yd8yvksr> and has also been issued via Social Media.

What is clear is that learning in school will look quite different in August from what it has looked like previously. It will not be possible to have all pupils in the building for the whole week. It will be on a part time or rota basis and there are a number of models currently being considered by staff in school. Further information will be shared with you during week commencing the 22nd June which will clarify specific arrangements for new S1 pupils transitioning to Craigie High School. Please be assured that we will do our best to meet the needs of as many pupils as possible and that as a school we will continue to be guided by the advice of both the Scottish Government and Dundee City Council in relation to taking all measures to ensure the safety and wellbeing of all pupils and staff. You can find the Craigie High School Handbook on our website <http://craigiehighschool.ea.dundee.gov.uk/>. In our School handbook you will find lots of useful information to support your child's transition to Secondary school such as in Section 4 where there is guidance on expected school uniform.

"All about Me" booklets

We understand that transition to Secondary school is a key time for young people and in devising our August model we are taking in to account all transition information requested and received from primary schools in addition to young people's views via "All about Me" booklets completed during transition visits to primary schools by the Pupil Support Team. The information gathered supplemented by our first-hand experience of meeting most of the

transitioning P7s during transition visits to primary schools or within Craigie High School this session will enable us to create positive pupil groupings for S1 in August.

S1 Virtual transition team

In order to support remote communication and engagement with all transitioning P7 Pupils we have set up an S1 virtual transition team in Microsoft Teams called “New S1 @ Craigie High School”. All P7 pupils transitioning to Craigie High School will be invited on to this team using their current glow email address. The team will go live on Monday 15th June by 12pm. As part of this S1 team all pupils will have access to a folder called class materials. Within this folder pupils can access staff videos where Principal teachers of Guidance and Support for Learning staff welcome the New S1s by introducing themselves. A Virtual Tour of Craigie High School via Powerpoint will help pupils to familiarise themselves with key areas of the school. An information booklet will share key information regarding transition with S1s. A transition workbook to be completed by S1s and returned electronically via the team provides the opportunity for S1s to learn about some of the routines and features of Craigie High School and staff to learn more about our transitioning pupils . Most importantly there is a Question and Answer facility within the Post area of the team to enable P7s to ask any questions about their upcoming transition. A range of Support for Pupils staff will be poised ready to answer any queries and allay any anxieties or concerns. If access to Microsoft teams is not possible for your child please email Craigie High School craigie@dundeecity.gov.uk or inform your primary school and we will work with you to make alternative paper based arrangements.

Targeted transition

In Mrs. May’s letter she indicates that some pupils may be brought into school in June. Regarding S1 pupils, any visits will be for targeted groups with specific transition needs including young people who have not yet had the opportunity to visit Craigie High School as part of the transition program throughout the year. These visits will involve small numbers of S1 and if your child is one of the targeted groups, a member of staff from Craigie High School will be in touch directly with you to invite you in. The invitation will include a specific date and time to ensure that we continue to keep staff and pupils safe. We understand that transition to Secondary School can be an anxious time for our young people. Please be assured that our transition program which will continue into August will accommodate this, in the meantime virtual support will be provided in the format detailed above.

I hope that this information finds you well and will address some of the questions that you and your child have regarding transition.

If you have any further queries please encourage your child to post their question on the “New S1 @ Craigie High” transition team, ask your P7 teacher or email us directly at craigie@dundeecity.gov.uk

We look forward to meeting you soon.

Yours sincerely,

Stacey Boylen

Depute Head Teacher

