



FOREST HILL SCHOOL

ASPIRING TO EXCELLENCE TOGETHER

SPECIALIST SCHOOL IN THE PERFORMING ARTS

5 March 2021

Welcome to Forest Hill School

Dear Parents and Carers,

We are delighted that your son has been offered a place at Forest Hill School to start with us in September 2021 and I would like to take this opportunity to formally welcome you to our community. It is a community that is caring and safe and one that will provide your son with many varied and exciting learning opportunities over the years to come.

The coronavirus pandemic has had a huge impact on schools and it has been a very difficult year for young people. We realise that this is a crucial time for Year 6 pupils who will be transitioning to secondary school in September and we can assure you that we will do everything we can to ensure our new students have a smooth transition to Forest Hill School. As soon as it is safe to do so, we hope to be able to invite you and [FIRST NAME OF CHILD] into school so that we can meet in person.

Welcome Meeting

I would like to invite you and your son to attend a virtual welcome meeting on **Wednesday 5 May 2021 at 5.00pm**. This will give us the opportunity to formally welcome you and your son to the school and to explain the process of induction. The meeting will last approximately one hour. Further details about how to access the meeting will be emailed nearer the time.

Induction Assessments

As part of the induction process we will ask your son to take some simple web-based assessments. These will ensure he is placed in the right groups from the beginning of his time at the school and will allow his teachers to make sure he is receiving the appropriate challenge and level of support. Assuming Covid regulations allow, these assessments will take place after school during the week **17–21 May 2021**. Your son will need to attend one session at Forest Hill School on one of these dates. We will write to you separately with your appointment details and more information.

Interview

You and your son will be invited to a formal face-to-face interview in late June/early July when we are hopeful that all Covid restrictions will have been lifted. A letter will be sent to you nearer the time to confirm your appointment time and date. **Please note that your son cannot start school without this interview. If the time is not suitable for you, please contact Simone McFarlane, Office Manager, and she will endeavour to rearrange the appointment.**

First Day of School

Term begins on **Friday 3 September 2021** for Year 7 students. Your son should arrive from 8.00am for an 8.30am start. All other year groups will arrive at breaktime.

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Headteacher: Michael Sullivan BSc (Hons)

Summer Activity Week

We realise that many pupils joining us in September will not have been able to visit the school previously and may be feeling apprehensive and nervous about September. To ease their transition and to give our Year 7 students a chance to get to know the school buildings and meet new friends, we will be hosting a summer activity week from **Monday 9 – Friday 13 August 2021**. This will be an opportunity for your son to enjoy five days of Drama, Music, Sport and other team-building activities organised by FHS staff. Further details will be provided in due course.

Future Correspondence

This letter has been sent to you via email and post. Please note that all future correspondence from Forest Hill School will be sent via email only. If you do not receive this letter by email or have changed your email address, please notify the school.

If at any point you decide to withdraw your acceptance of this place, we would be grateful if you could inform us as soon as possible.

I very much look forward to welcoming you and your son at the virtual meeting in May but if you have any queries in the meantime, please feel free to email admissions@foresthillschool.co.uk or contact the school on 020 8613 8407.

Yours sincerely

A handwritten signature in black ink, appearing to read 'M J Sullivan', with a wavy underline.

Michael Sullivan
Headteacher