

September 2019

Dear Parent/Carer

We understand communication with Secondary School is different to your experience with Primary School and some parents may find this hard at first. This letter provides a list of all the parent meetings that will take place during your child's first year at High Storrs School, an overview of how each is organised and will help you to understand the purpose of the different parent meetings that will take place. There will be formal contact with you at least five times during Y7 as follows:

Y7 Information Evening Thursday 3 October 2019 – 6pm-7pm

You will receive a letter of invite to our Y7 Information evening, which will be held in the school Hall. This evening has been designed to provide you with valuable information about how you can support your child with their learning during their first year at High Storrs and beyond. This evening is for parents and carers only and not for students.

Y7 Settling in Evening Wednesday 23 October 2019 - 4.30pm-6pm

Early in the Autumn term, your child and yourself will be invited to a 'Settling In' Evening where you will meet with your child's form tutor in their form room and to look at your child's books to see the work that they have been doing since starting at High Storrs in September. We are very keen to maintain, and build upon, the standards achieved by your child at the end of Y6 and this will form part of our initial discussions with you. It will also enable us to discuss how they have settled into life at High Storrs and for you to share with us any concerns you may have.

Y7 Tracker reports and Y7 Parents' Evening Thursday 26 March 4.30-7pm

In the January, you will receive your child's first tracker report with an information sheet to help you understand what it means. In March you will receive a letter of invite to the Y7 Parents' Evening, where you will be able to discuss your child's progress with their subject teachers. We have a large attendance at Parents' Evenings and, therefore, operate an appointments system. Appointments are 5 minutes each and we ask both teachers and parents to be as concise in their comments as possible to ensure the evening runs smoothly. Should you wish to see a specific teacher and you have been unable to do so for any reason, you can record this at the signing in desk. The teacher will contact you at a later date. Your child will be asked to make appointments at times that suit you with teachers on an Appointment Sheet and to leave a 5 minute gap between appointments to allow you sufficient time to get from one appointment to the next. You will be asked to bring the Appointment Sheet with you, so that you can refer to the appointments that have been made with teachers for you. A seating plan will be issued on the evening so you will know where your child's teachers will be based.

In June you will receive your child's second and final tracker report.

We do welcome more contact between parents and school beyond these formal meetings. There are five staff in particular who will get to know your child and give them day to day support;

- The Form Tutor, who will see your child every day during registration.
- Each House has a Student Support Assistant who is based in the House office between 8am and 4pm each day who may work closely with you and your child. Their contact details are as follows:

House	Student Support Assistant	Email address
Crucible	Mrs Lomas	m.lomas@highstorrs.sheffield.sch.uk
Lyceum	Mrs Osborne	a.osborne@highstorrs.sheffield.sch.uk
Merlin	Mrs Stephens	m.stephens@highstorrs.sheffield.sch.uk
Montgomery	Ms Jilani	j.jilani@highstorrs.sheffield.sch.uk

- The Head of House looks after the students in their House and have non-teaching time allocated to support the needs of the students in their House. Their contact details are as follows:

House	Head of House	Email address
Crucible	Mrs Chenery	l.chenery@highstorrs.sheffield.sch.uk
Lyceum	Ms Ashley	r.ashley@highstorrs.sheffield.sch.uk
Merlin	Mr O'Connor	i.o'connor@highstorrs.sheffield.sch.uk
Montgomery	Mr Mallaband	n.mallaband@highstorrs.sheffield.sch.uk

- Assistant Headteacher – Behaviour, Safety and Wellbeing, who oversees the Pastoral care of the students in Years 7 to 11 is Mr B Lacey, whose email address is: b.lacey@highstorrs.sheffield.sch.uk
- Assistant Headteacher for Key Stage 3 Progress and Achievement is Mrs C Gott, whose email address is: cgott1@highstorrs.sheffield.sch.uk

These staff will welcome contact from you, and may be in touch with you to discuss your child's progress, attendance and punctuality or behaviour.

We also welcome questions and sharing of concerns with teachers directly from students as not all queries need to come from parents. We will encourage students to develop their independence in this way. However, where students are not sufficiently confident to do this, then parents/carers must not hesitate to get in touch with us.

Security and Parking

Our security system means that access to the school can only be gained via the Main Visitor Entrance. Limited disabled parking is available in front of the school and in the main car park, please do leave it free for disabled badge holders. Parking can sometimes be difficult, so please allow plenty of time to park before your meeting.

If you require any additional information, at any point during the year, please do not hesitate to contact the school.