



# Cranborne Middle School



Headteacher: Mr R Stevens  
Assistant Headteachers: Mr S Gillott, Mrs A Williams

Dear Parents/carers,

My name is Laura Trepess and I am writing to both introduce myself as Head of Key Stage 2 (years 5&6) at Cranborne Middle School and also to welcome you to our school. We are so pleased you chose Cranborne as your child's next school and we are looking forward to working closely with you over the next four years. We hope your child will be very happy learning and working with our friendly and dedicated team here at CMS.

Moving to a new, larger school setting can be both an exciting and daunting transition and I would like to reassure you that Mr Stevens and I will do everything we can to make sure your children feel prepared and confident when they start with us in September.

There are some key dates that I would like to make you aware of at this point so you can pencil them into your diaries.

We can confirm that all local schools have agreed on a transfer day for year 4 pupils to come and spend the day at CMS on **Friday 28<sup>th</sup> June**. The children will find out which tutor group they will be in on that day, which is very exciting! More details on this will follow in due course.

We will be hosting a meeting for parents on **Friday 7<sup>th</sup> June at 9.00am**, where there will be a presentation by Mr Stevens and myself, and an opportunity for you to ask any questions you may have prior to your child starting with us.

I will be making contact with your child's current teachers over the next few weeks, and I will also be visiting their first school's so I can meet them all for the first time. Our SENDCo, Mrs Rebekah Terzaghi, will also visit the first schools to talk to their current teachers about your children, so that she is made aware of any specific needs that require support putting in place for them when they start.

The school office staff will send out information about how to access the new starters welcome pack, which contains all the information you will need about uniform, music lessons, timings and much more, as well as all the forms we require you to complete and return to us. This should be with you by the end of next week.

If you would like to contact me in the meantime about anything at all, please do so by email:  
[ltrepess@cranbornemid.dorset.sch.uk](mailto:ltrepess@cranbornemid.dorset.sch.uk).

Yours sincerely,

Laura Trepess  
Key Stage 2 Phase Leader

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