



Eastern High / Ysgol Uwchradd y Dwyrain

Eastern Community Campus / Campws Cymunedol y Dwyrain

Trowbridge Road / Ffordd Trowbridge

Cardiff / Caerdydd CF3 1XZ

Tel / Rhif Ffôn: Cardiff (029) 2079 2751

Email address – info@easternhigh.org.uk

Website – www.easternhigh.org.uk

Head teacher: Armando Di-Finizio

2 April 2020

Dear Parents/carers

Re. Pupils joining Eastern High September 2020

I hope this finds you all well. Normally, your child's transition to secondary school will be a worrying time for you (especially if this is your first), and now in the current circumstances, I imagine things feel a lot more confusing.

Even although the school is closed at the moment, please be assured we are still working to make sure that arrangements for your children to start with us are as smooth as possible in September and will keep you informed every step of the way.

Last month we sent forms to your home addresses for completion and return by 2 April 2020. However, as the events have unfolded during the last two weeks, we realise it is not possible to meet this return date and we are all having to develop different ways of working and communicating.

The information we collect on these forms will enable us to communicate with you effectively, and will help us understand your child's needs and helps us place them in suitable classes and learning families and so it is important that these are returned.

With that in mind, if you have the facilities at home - please scan or photograph your completed forms and email them to info@easternhigh.org.uk for attention of Mrs S Simson.

If that is not possible but you have the ability to reach a post box, please do send by post.

If neither of the above are possible, please await for further instruction after the Easter holidays. We are currently looking into alternative methods that may include completing forms electronically.

If you have not received the forms, and need them re-issued, please email info@easternhigh.org.uk for the attention of Mrs S Simson.

I do hope we are still able to do our normal transition activities in June, but if that is not possible, be rest assured we will organise alternative transition activities when we know roughly the date we will reopen.

In the meantime, if you have any questions please do email or write to us and we will endeavour to answer your queries as soon as possible.

Take care and kind regards

Armando Di-Finizio
Headteacher