

21 July 2021

Dear Parents and Carers

End of Academic Year 2021

As we come to the end of an extraordinary year, I would like to extend thanks and appreciation, on behalf of all the staff, for your continued support.

We have had a thoroughly enjoyable end to the term. Celebration Week was a triumph! We had farm animals on site, a fantastic whole school quiz, a sports afternoon with the wonderful JK Coaching, a whole school picnic with a story teller and fun games and visits from the *Surrey Horse Box* serving us hot chocolate and then an ice cream van on Friday! What a week it was – it felt like a return to normality and a true celebration of all that makes the Stepping Stones community such a lovely thing to be part of.

If this wasn't enough, we ended the week with the glamorous Leaver's Prom. We were wowed by the students' arrival in a range of impressive vehicles and even a motorbike escort! The staff and students had worked as a team to transform the hall into a beautiful venue for dinner and dancing. As one student said, "Stepping Stones School sure knows how to party!" The staff felt very proud of our incredible Year 11 and Post-16 students who have grown into the most amazing young people and we look forward to hearing all about what they achieve in the future.

The students have been working on developing their Memory Books during the last few weeks and they will bring these home to share with you today. We do hope that you enjoy looking through them but please remind your child that the images that they contain are for them and should not be shared on social media sites. Please note this also applies to any images taken at the Leavers' Prom. Thank you.

Today we held our end of year assembly via Teams which was a time to celebrate what it means to be part of the Stepping Stones family and say 'farewell and good luck' to some special staff and students. Although they are moving on to new adventures, they will always be part of our community and remembered fondly.

Leaving staff

Thank you to the following staff who have been dedicated, caring and given so much to the school during their time at Stepping Stones. We wish them the very best of luck.

- Desi, who will be spending more time on her screen writing
- Ollie, one of our great Teaching Assistants, who leaves us to start his psychology degree
- Holly, also a TA, who leaves us to start her degree at University

- Amanda, TA for U1, who will be taking up a position as a private nanny
- Niall, who has a position teaching Design and Technology at a brand new school
- Nick H, who will be moving on to teach at Treloar's School and College
- Steve, also moving on to teach at Treloars
- Megan, another of our TAs who will begin her teacher training with The Ridgeway School
- Sally, who will retire from teaching full time
- Nick S, who will leave Tower Road to take up a new role at Ingfield Manor
- Peggy, who also leaves Tower Road to take up a position at Petersfield Infants School
- Matt P, who is retraining as a physiotherapist
- Sarah, our SaLT who is relocating to the beautiful Somerset to be closer to her family
- and Diana, who will be taking a well-earned summer break.

We will miss you all and hope that you come back to visit us soon.

Joining staff

We look forward to welcoming the following new staff to the team at the end of August and are excited about the journey ahead next academic year, as we become Undershaw.

- Vic, who will join us at the new Head of Upper School and has already made a great start developing the programme for Discovery Day.
- Sue, who will lead the development of Literacy and Oracy across the curriculum as well as developing our English curriculum further.
- Ginny, our new Computer Science teacher who will also be leading of Duke of Edinburgh programme moving forward.
- James, who joins us to further develop our Music department. James has already started to build relationships with the students and has been working with them on their performance skills.
- Steph, who joins us following a relocation from Malaysia where she was a Drama teacher and whole school SENCo. She will be leading on our Performing Arts curriculum.
- Angela, who is an experienced Science teacher working in a local secondary school who will be with us one day a week.
- Penny, who has been working with the children at Tower Road this term and will join us on a part-time basis to support with the development of literacy and numeracy in Key Stage 3.
- And Sian, Jake, Emilie and Jessica who join us as Teaching Assistants.

Contact over the summer holidays

This term has been challenging for all staff and students and so we will be asking staff to have a proper break and time with their families over the summer. We hope that you all have the opportunity to enjoy some quality family time too and that the children are able to rest and recuperate. Staff will be back on site in the week of 30 August for a number of days of training and preparation before students return should you need to make contact with them.

Safeguarding over summer

If you have any concerns because you think that a child might be being abused and you want to talk to someone or ask someone to find out what is going on, you should contact Children's Services:

Hampshire:

Phone 0300 555 1384 during office hours 8.30am to 5pm Monday to Thursday, 8.30am to 4.30pm on Friday
Phone 0300 555 1373 at all other times to contact the Out of Hours service

Surrey:

Phone: 0300 470 9100 between 9am to 5pm, Monday to Friday

Out of hours phone: 01483 517898 to speak to the duty team

For concerns for a child or young person: cspa@surreycc.gov.uk

Please copy in Julie Goodyear, Julie.goodyear@steppingstones.org.uk, Director of Safeguarding, Welfare and Pastoral Care.

Sundial

We have received the following message from the Sundial organisers which they have asked to be forwarded to you all:



Dear friends and supporters

We hope you are all keeping well. Earlier this year when the 'route out of lockdown' was being discussed we made the difficult decision to postpone this year's event. Whilst we were disappointed not to be able to welcome you all back and see you in person, we wanted to make sure that when we can return, everyone is able to enjoy themselves and feel comfortable attending the event.

However, although we may not be able to get together in person, later this summer you will be able to experience a taster of the day from

the comfort of your own home with the return of our 'Virtual Sundial Event.' Featuring some of the talented individuals who would have been performing on the main stage as well as much more, make sure to keep an eye on your emails and our COINS Foundation social channels for more information.

Until then, we do have a date for your diaries! Next year we hope to be able to welcome you back in person returning bigger and better on Saturday 2nd July to bring you Sundial Fest 2022!

Haslemere Youth Voice

We have recently been working with the Haslemere Co-Lab as we are hoping to do some collaboration with other local colleges and schools around youth voice. We have been asked to share a survey link so that hopefully your child can complete it to help them understand how young people might be feeling and what they can do to support a local youth voice. This is entirely voluntary should your child like to complete it.

<https://www.thisishaslemere.co.uk/youthvoice>

Examination Results Day

Results Day this year is Thursday, 12 August and staff will be onsite from 10.00am to 11.00am for students to collect their results. If you would prefer to have your results posted to you, please confirm by email to emma.west@steppingstones.org.uk by Monday, 2 August.

Return to school in September

Change of name

As you will be aware, *Stepping Stones* becomes *Undershaw* from September. All emails, etc, will be automatically updated and forwarded to the new format, ie, firstname.surname@undershaw.education. We will also have a new website which will be launched on 1 September 2021.

Covid Testing

With the recent change in government guidance, we shall be setting up a testing station on site to test students before being admitted to lessons. The first period of testing will happen on Tuesday, 31 August. Students then need to test again 3 days later, so we will run testing again on Friday, 3 September. Any positive results will need to be followed up with a confirmatory PCR lab test and the appropriate period of isolation followed. **As a result of the testing required, the first full day back for all students onto site will be Monday, 6 September.**

Please take your child to **TOWER ROAD** for testing on Tuesday, 31 August and again on Friday, 3 September between 9am and 12noon. Should you have any questions or concerns please contact Nanci at Nanci.doyle@steppingstones.org.uk.

Arrangements for drop off and pick up

We are very excited to welcome our KS2 pupils from Tower Road to Undershaw. This change has given us an opportunity to review our logistics in the morning and throughout the day.

When students return to school on **Monday, 6 September** they should arrive between **8.30 and 8.45am** and be dropped at the turning circle if possible.

Key Stage 2 students (up to Year 6) should enter school via the doors on the side of the Hall. There will be staff welcoming them into the hall.

Year 7 and 8 students should enter school via the front door of the building into reception and then sign in with a member of staff in the Dining Hall, where they should stay until going to their classrooms at 8.45am.

Year 9 – 11 students should enter school via the front door of the building into reception and then sign in with a member of staff. They should stay in the library area until going to their classrooms at 8.45am.

Post 16 students should go straight to the *Tower Road Arts Centre* where they should sign in with a member of staff in the Post 16 Common Room.

There will be plenty of staff around to support the students with knowing where to go and how to sign in, etc.

At the end of the day KS2 students (up to Year 6) will gather in the Year 6 classroom and will be released to parents / carers or taxis through the front door.

Year 7 to 11 students will gather in the main hall and will be released to parents / carers or taxis through the doors on the side of the hall.

We shall continue to reflect on our processes during the first few weeks and adjust our plans if needed.

The first week back

The first week back to school we will focus very much on building relationships and re-integrating the students back into school after the summer break. There will be lots of opportunities to work as a tutor group to build their teams.

As part of this transition week, we will be inviting parents to have a meeting with their child's tutor and the pastoral teaching assistant to provide an opportunity for parents to talk about their child with the team working most closely with them. More information about this will be sent out to parents during the INSET days in August.

Upcoming dates

Below are some imminent diary events, but please note these will be updated as term progresses.

Autumn Term 2021/22

Date	Time	Event	Organiser
Mon, 30 Aug 2021		August Bank Holiday	
Tues, 31 Aug 2021		Staff INSET Lateral Flow Test 1 for students between 9am and 12 noon	Nanci
Wed, 1 Sept 2021		Staff INSET	
Thurs, 2 Sept 2021		Staff INSET	
Fri, 3 Sept 2021		Staff INSET Lateral Flow Test 2 for students between 9am and 12 noon	Nanci
Mon, 6 Sept 2021	8.30am	Pupils return – school re-opens	
Mon, 6 Sept to Thurs, 9 Sept 2021	3.30pm to 4.30pm	Parent Meetings with tutors and pastoral teaching assistants	
Fri, 10 Sept 2021	1.00pm	Founders' Day – U/S hall	
Fri, 24 Sept 2021	1.30pm	Surrey Choices Talk	Leilah
Mon, 27 Sept 2021	TBA	Yr 11 for nasal flu immunisations	Nanci
Fri, 22 Oct 2021		Last day of half-term – normal finish time of 3.05pm	
Mon, 25 Oct to Mon, 1 Nov 2021		Half-term	
Tues, 2 Nov 2021		Staff INSET	
Wed, 3 Nov 2021		Staff INSET	
Thurs, 4 Nov 2021	8.30am	Pupils return – school re-opens	
Fri, 17 Dec 2021		Last day of term – finish time of 12 noon	
Tues, 4 Jan 2022	8.30am	Pupils return – first day of Spring Term 2022	

Thank you again for your continued support throughout the year and, on behalf of all the staff, I wish you and your families a happy and healthy summer. We look forward to welcoming everyone back on Monday, 6 September.

Kind regards

Emma West
Acting Headteacher