

Avatar's script for the Head Teacher

Hello, and welcome to this SCE School. Our aim is to ensure that you enjoy your time here and that children make as much learning progress as possible during that period.

SCE's 43 schools have an average mobility rate of 65%, much higher than most schools in the UK. A typical primary aged child in SCE changes school every couple of years. So, with 10,000 plus students in SCE schools at any one time, you can see that several times this number will pass through SCE schools during their school careers. Children moving every couple of years can experience three and sometimes four primary schools.

Each one of these moves represents new opportunities and new challenges. We place great emphasis on ensuring that our school systems and procedures to support children and families moving in and out are as good as they can be. If they are not, then progress can be disrupted and settling in can be delayed.

In SCE schools we are acutely conscious that the school only has a short time to get it right for every child and that getting it right for each move counts. So our admission and departure systems are carefully thought through and kept under review. Our aim is that no student loses ground, academically, socially or emotionally.

Your first contact with your child's new school is very important. SCE schools all have web-sites and these should give you the most up to date information. Each school's web-site will contain the school prospectus and will tell you how to get in touch with us and arrange a visit. If, for any reason, you are cannot find what you want on the school web-site, please contact SCE through www.sceschools.com, which provides a number of useful links too. You can also use the 'contact us' facility on this toolkit website.

After the initial contact, induction arrangements may vary slightly, depending on family and school circumstances. In most cases a *pre-visit* by the child or student is not possible more than a day or two ahead of entry, given our location overseas. This is where the school web-site comes into its own as a means of helping you get to know us better.

In some schools, arrangements for the first visit may be managed by a designated 'mobility co-ordinator' and in others by administrative or teaching staff. In any event, there will be an admissions form to complete (soon to be a single SCE standard). This is to help make sure that we gather all we need to know about children's education so far, in order to build on those achievements. Previous school records, often with examples of work, are especially important here and we always try to follow up any gaps or omissions with previous schools.

We will use the information that you give us, along with previous records, to help us place new students in the most suitable classes and teaching groups. We will keep

this under close review, especially during the first few weeks, and make our own careful assessments if we need more information.

It is standard practice in SCE schools to arrange a follow-up meeting with new parents two or three weeks after admission. This is an opportunity to check that we are meeting your expectations so far and to ensure that any issues or questions arising are picked up. In common with all SCE schools and good schools everywhere, we look forward to a constructive and open partnership with parents throughout your child's time in our school.