



## Hallam Primary School

Company registration number: 7697171

Telephone: 0114 2304430

Fax: 0114 2309565

E-Mail: [enquiries@hallam.sheffield.sch.uk](mailto:enquiries@hallam.sheffield.sch.uk)

Headteacher: Mrs J Ramsden

Chair of Governors: Mr A Matthews

Dear Parents and Carers,

As we approach the end of the academic year, we are beginning to prepare our Year 2 pupils for their transition into Key Stage 2. We are pleased to share some important information about the transition process into Year 3.

### Transition Dates

As you will already be aware, the children will take part in 3 transition days from **Wednesday 1st July to Friday 3rd July**, during which they will spend time in their new Year 3 classrooms and become familiar with staff, routines, and expectations.

Below, I have laid out the changes from Year 2 to Year 3.

### Start and End of the School Day

From September, there will be a few changes to daily routines:

- **Morning drop-off:** Children will enter school via the Year 3 entrance, located at the top of the Year 3/4 playground steps, rather than being dropped off at classroom doors as in Key Stage 1.
- **Collection time:** The end of the school day in Key Stage 2 is 3:20pm, which is 5 minutes later than in Year 2.

### Snacks

During the transition period, a healthy snack will continue to be provided for children, as they are currently in Year 2. However, from September:

- Children will need to bring their own snack.
- They may use the school tuck shop, where items such as fruit or yogurt are available for 35p (this must be prepaid via ParentPay).

### Equipment

As in Key Stage 1, children in Year 3 and 4 do not need to bring pencil cases into school. All required equipment will be provided in the classroom. We wanted to make this clear as children move into Key Stage 2 to ensure consistency and avoid any unnecessary items being brought into school.

We understand that moving into Key Stage 2 is an important milestone, and we aim to make this transition as smooth and positive as possible. If you have any questions or concerns, please do not hesitate to get in touch.

Thank you for your continued support.

Yours sincerely,

Ben Fielding

Y3/4 Phase Lead



**Artsmark  
Gold Award**  
Awarded by Arts  
Council England

