



Burscough Priory Academy
www.burscoughprioryacademy.org
Headteacher Mrs L MacLaren

2 May 2025

Dear Parent,

Induction to Burscough Priory Academy – Year 7 September 2025

As we write to you today, the transition of information between primary and secondary schools is well underway and we are building a picture of a fantastic year group – the Class of 2030.

Information Collection – Part 1

We would like to ask for your support to collect some information and permissions that we need now to make sure we have a seamless start in September. We also think that it is really important to ask for your views so that the transition can be successful. In this pack, you will find enclosed:

1. Parent Transition Information Sheet
2. Student Transition Information Sheet
3. Data Collection Sheet
4. Photographic & Video Consent Form
5. Endeavour Learning Trust - Parent Data Privacy Statement
6. Stamped Addressed Envelope

Rest assured that all personal and special category data we collect is stored and processed in line with our data protections policies, procedures and our privacy notice. Links to our privacy notice are on the range of documents you complete and is available on our website.

It is safeguarding best practice that we have sight of a child's birth certificate when they are admitted to school. This is a means of identification of their birth name, age and legal parents. Please be prepared to bring this with you on Transition Evening and note that we will not take a copy of the certificate, this is for sight only. In the Student Data Collection Sheet, you will notice that there is a reference to **'Birth Certificate' - School Use Only - Y/N**. This is for school to complete later in the year.

We will plan the groups during the week beginning 3 June and so that we are well informed, the return of this information pack is crucial. Please complete the documents listed and return them to school no later than **Monday 19 May**. There is a stamped addressed envelope included for your convenience. We are aware that the post is infrequent in and around the village, so if you would like to drop them into reception, please feel free to and we would encourage this.

Transition Days – June 2025

In this letter you will find more information about the arrangements for our Year 6 induction programme for students who will start in September 2025. As noted in the welcome letter, we would like to invite your child to BPA for two days on **Thursday 3 July** and **Friday 4 July 2025**. Students will meet their new classmates and our staff and enjoy some taster lessons around school. All planned of course to familiarise the students and induct them to BPA.



An Endeavour Learning Trust School
Registered in England
Company Registration Number 7848372
VAT Registration Number 125718416

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Some things that you will need to know and prepare for:

1. Your child's primary school may give you further information, but nearly all students come to the induction day dressed in their primary school uniform.

On both of the induction days, your child will need to bring with them a packed lunch or cash to purchase food from our canteen. If your child currently receives a free school meal, their lunch will be provided. We must stress, we are a cashless school, please send them with the correct change. The options are:

- a. £2.60 per day will enable your child to choose a hot meal, dessert and drink meal deal or
 - b. £1.70 per day will enable them to get a sandwich and drink, or, sandwich and dessert.
2. They will need to bring their trainers on both days but they *do not* need their PE kit. Your child will need to bring basic equipment (pen, pencil and ruler) on both days.
 3. Students need to arrive at BPA from 9.15am onwards for a 9.30am start on both Thursday and Friday and get collected at 2.30pm. In some cases, local primary schools organise to walk altogether and others, to encourage independence, ask that you make your own arrangements.

We will send your child's Headteacher a copy of this letter to make sure that they are aware of the information that we have shared. I am sure that you will get an update from the school – our primary colleagues are always very supportive of all of the transition activities that take place.

Transition Evening

On the **evening of Thursday 3 July** there will be a meeting for parents in the school hall at 5.30pm. Traditionally this has been an evening that is very well attended and one that has a real benefit for the students. Your child is welcome to attend but this is not essential.

During the evening there will be a short presentation by senior staff and following this you will have the opportunity to meet with your child's new Key Stage Leader and other school staff, including where possible, their Tutor. After these meetings have taken place, you may also like to make an appointment to have discussion with our Year 7 Head of Year or the Head of Learning Support. This may not take place during the evening but a telephone appointment could be scheduled in the days that follow.

During the course of this evening, we will provide you with the next information pack which will need to be completed. This will include, for example, the home – school agreements, information about uniform and bus routes.



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Summer Transition Days at Burscough Priory Academy

We are delighted to let you know that the Trust has funded a two-day transition experience in the summer holidays for all students in Year 6 who are starting at BPA in September 2025.

Last year we did a transition event in the summer and the students (staff and our whole school) reaped the rewards. The transition was smooth and seamless which meant that in all areas of school, the students' progress accelerated. The aim of the experience we are planning is to enable our students to know more about their school and as such, feel really confident for Wednesday 3 September; equal and as important to us, that they feel like they belong to the BPA family. For students who are making a transition, the summer break can be a long one (both Year 6 and 11) – our intention is to minimise the impact of the length of the break and maximise time spent at BPA so that our students are positive and excited. The schedule will include a range of activities based on our values, subject sessions and physical activities that build our team. It goes without saying that a significant benefit will be meeting people and forging new relationships with members the Class of 2030 and our staff team. The details are:

- **All students** in the cohort starting in Year 7 in September are invited.
- **Wednesday 20 and Thursday 21 August 2024, from 9.00 – 3.15pm.**
- There will be **no charge** for the activities - this will be covered by the Endeavour Learning Trust.
- Students will need to **bring a packed lunch and drink**. For students who are in receipt of a free school meal, if we know, we can provide one.
- Casual, comfortable clothes with sensible shoes or trainers.

Thank you to those of you who have registered and secured a place on the Summer School. If you are interested in signing up for a place, please complete the google form BPA Summer School Sign Up that was sent to you earlier in the term. ([We will send you an email with the BPA Summer School Sign Up google form link to complete should want to respond if you haven't already done so](#)). Do not worry about places, we have 154 available but we do need to know how many students we should expect so that we can plan and staff two days. The closing date for registering for a place is **Monday 19 May at 12.00pm** and we will confirm your child's place in late June via email.

If you have any further questions about the arrangements outlined in this letter or the information that we need, please contact school via e-mail at transition@burscoughprioryacademy.org

We are really looking forward to meeting you and your child, first of all in June and then welcoming them for their formal start here at Burscough Priory Academy on Wednesday 4 September.

E Pluribus Unum.

Yours faithfully,

L MacLaren



I Mayne

Mrs MacLaren
Headteacher

Mr Mayne
Assistant Headteacher



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