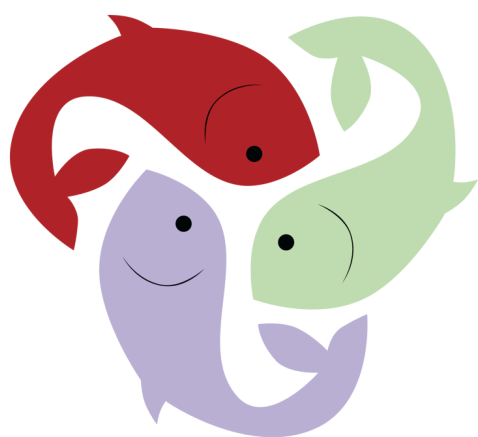




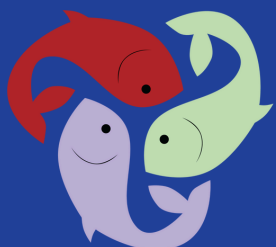
Welcome to Burton Borough School



BBS

Ambitious Proud Caring

Transition 2025



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2025



Key Dates

Event Date & Time	Who is it for?	Where?
 SECONDARY NATIONAL OFFER DAY Monday 3rd March 		
PRE TRANSITION PROGRAMME Session 1: Meet Your Tutor Tuesday 10th June Arrive from 3.50pm	Year 6 Students	New Hall Entrance
PRE TRANSITION PROGRAMME Session 1: Parent Meet & Greet Tuesday 10th June Doors will reopen at 4.15pm	Parents/ Carers of Year 6 Students	New Hall Entrance
PRE TRANSITION PROGRAMME Session 2: Science Lesson Tuesday 17th June Arrive from 3.50pm	Year 6 Students	New Hall Entrance
PRE TRANSITION PROGRAMME Session 2: Depart. Meet & Greet Tuesday 17th June Doors will reopen at 4.10pm	Parents/ Carers of Year 6 Students	New Hall Entrance
PRE TRANSITION PROGRAMME Session 3: Time Capsule Craft Session Tuesday 24th June Arrive from 3.50pm	Year 6 Students	New Hall Entrance
PRE TRANSITION PROGRAMME Session 4: Inter Tutor Rounders & Picnic Tuesday 1st July Arrive from 3.50pm	Year 6 Students	New Hall Entrance
TRANSITION DAYS Monday 7th & Tuesday 8th July	Year 6 Students	New Hall Entrance
TRANSITION EVENING Tuesday 8th July	Year 6 Students, Parents & Carers	New Hall Entrance

Getting Started

Let's confirm your details...

The following forms are designed to collect **important information** about you and your child to **support** our transition team throughout the programme. This information will be shared with **relevant departments** within the school, including the **first aid team**, **catering team**, and **administrative teams**, to ensure a seamless transition before **September 2025**. For further details on how your personal information is stored, please visit our **school website** and review our **data protection policy**.

Please **click** on the **Forms below** to access each survey. We appreciate you taking the time to provide this information.



[Student Data Collection](#)



[Biometric Registration](#)



[Medical Information](#)



[Dietary Requirements](#)



[EAL - English as Additional Language](#)



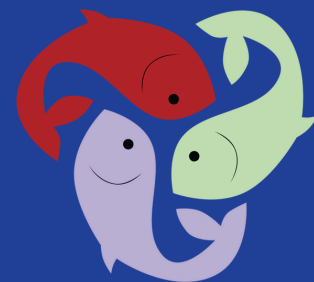
[Pre-Transition Programme](#)



[Personal Information](#)



[Photo/Video Consent](#)



TUTOR & HOUSE ALLOCATION

We will be in touch before the pre-transition programme to notify you of your child's house - **Aqualate**, **Chetwynd**, or **Hawkstone**, and tutor allocation.



CONNECT WITH US

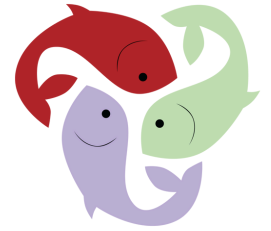
Find us on [Facebook](#) and [Instagram](#) to keep up to date with everything BBS! @burtonborough



ABSENCE REPORTING TRANSITION DAYS

Please notify us the morning of both transition days should your child not be able to attend.

Proud at BBS



Message from our Principal

Welcome to BBS, soon-to-be Year 7!

As Principal of **Burton Borough School**, I am absolutely thrilled to extend the **warmest** of **welcomes** to you! Receiving this booklet means you are about to embark on an exciting **new adventure** with us, and we couldn't be happier to have you join our **wonderful school family**.

We know that starting a **new school** is a **big step**, filled with **anticipation** and maybe a few **butterflies**. But please know that you are coming to a place where you will be **valued, supported, and celebrated** for who you are. We are a **community** built on **kindness, respect**, and a genuine **love for learning**.

At **Burton Borough** we hold **three core values** close to our hearts: **ambitious, proud, and caring**. These values are the guiding **principles** that shape everything we do, and we hope they will inspire you throughout your time with us.

Ambitious: We want you to be **ambitious** in your **learning**, to **challenge** yourself, and to discover your **unique talents**. We will provide you with the **tools** and **encouragement** you need to **reach for the stars** and achieve your **full potential**.

Proud: We want you to be **proud** of your efforts, your **achievements**, and the person you are. We celebrate **diversity** and **individuality**, and we encourage you to embrace your **strengths** and learn from your **experiences**.

Caring: We believe in the importance of **kindness, empathy, and respect**. We are a **caring community** where everyone looks out for one another. We want you to feel **safe, supported, and valued**, and we encourage you to show **kindness** to your classmates and teachers.

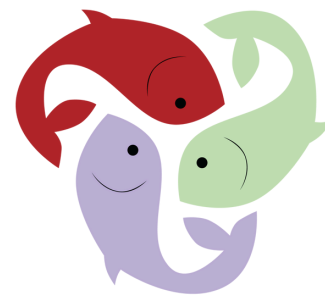
We are so **excited** to get to know each and every one of you. We are confident that you will thrive in our **supportive** and **stimulating** environment. Get ready to **learn, grow, and create lasting memories**.

We look forward to welcoming you to our school community soon.

Mrs Bedford
Principal



Our BBS Community



Ambitious. Proud. Caring.



Our **school's logo**, featuring **three fish**, symbolises **Newport's rich heritage** as a **historic fishing hub** surrounded by fertile wetlands. It reflects the deep connection between our **school** and the **local community**. **Burton Borough School** is named after **J.S. Burton Borough**, our first **Governor**, who also served as **High Sheriff** and **Deputy Lieutenant of Shropshire**. Born in **Chetwynd**, he is honoured through one of our school houses. Our other houses are **Hawkstone** and **Aqualate**, which are named after local landmarks.

At Burton Borough, we don't just strive for **excellence in academics**; we hold ourselves to the highest standards of **personal integrity** and **conduct**. Our **core values** guide everything we do —shaping **how we interact**, **approach our studies**, and foster a **positive** and **inspiring environment** for all. We encourage every student to take **pride** in embracing these values, **earning culture points** that **celebrate their achievements**.

Burton Borough is a community built on **inclusivity** and **respect**, where each individual is celebrated and **PROUD** to be part of our journey. With a strong foundation of **CARE** and **AMBITION**, we inspire every student to **reach new heights**, **surpass expectations**, and **unlock their full potential**.

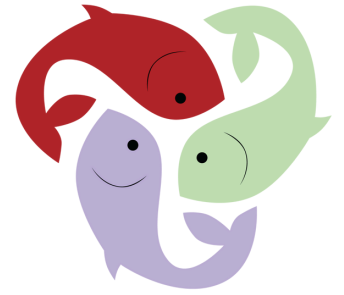
Here at BBS, we have high expectations because:

**Every student matters.
Learning matters.**

**Everyone deserves
an environment
where they can
achieve their best.**

**It enables teachers
and support staff to
teach and support
your child's learning.**

Secondary Transition 2025



Meet our Transition Team

We know that choosing a **secondary school** is a **huge decision** for your family. We **pride** ourselves on our **comprehensive transition programme**, which will give your child many **opportunities** to get to know our **staff, each other** and the **school**. The **year 7 team** work tirelessly to make sure that your child and you are fully **ready for the move** to secondary and all your **questions have been answered**.



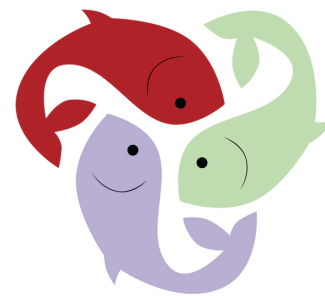
My name is **Mrs Heins** and I am the **Assistant Head** responsible for **secondary transition** at the **Burton Borough School**. We are really excited to have you start at our school in **September**. We have got lots of different **activities** that we have planned for you so you can **settle in** really well and have a **positive start to your journey** here at the **Burton Borough School**. We are **committed** to ensuring you feel **supported** and **confident** as you take this **exciting next step!**

My name is **Mrs Edge** and I am your **Head of Year**. We are thrilled to welcome you to our **Burton Borough School community**. Starting secondary school can feel like a **big step** but we want to reassure you that you are **not alone**. Our entire school community from **teachers** and **support staff** to **current students** are all here to help you make a **smooth transition**. We can't wait for you to join us on what we know will be an **incredible educational journey** with **new experiences, challenges**, and most importantly **FUN!**



My name is **Miss Hicks**, and as the **Student Services Administrator** I am responsible for **supporting with 'all things' transition** at the **Burton Borough School**. My role is to ensure you feel **welcomed, supported**, and **fully prepared** for the exciting journey ahead. Together, we'll make your transition to secondary school **seamless, positive**, and **full of opportunities** for growth. I'm really looking forward to meeting each of you and supporting you as you thrive within our **vibrant school community!**

Secondary Transition 2025



Pre-Transition Programme

We're excited to **welcome** students to our **Pre-Transition Programme**, a series of **after-school sessions** designed to ease the move to **secondary school**. These sessions will take place on **Tuesdays from 4-5pm**, with the dates listed below:

Session 1 – June 10th:

Meet Your Tutor & Parent Meet and Greet

Our first session will kick off with a **warm welcome!** Students will enter the **main hall**, where they'll **meet their tutor** and **peers** in their **assigned groups**. After a brief introduction from **Mrs Bedford** and the **transition team**, students will head to their tutor group **classrooms**. Around **4:10pm**, parents/carers will join us for a **welcome presentation** from **Mrs. Bedford** and the **transition team**, followed by the chance to **meet other parents** and **ask any questions** before being reunited with the students.

Session 2 – June 17th:

Science Lesson and Parent Department Meet and Greet

In this session, students will enjoy a **science lesson** in the **new build**, while parents are invited to join a **departmental presentation**. The format will be similar to **Session 1**, with a brief welcome in the **main hall** before heading to their lesson. Parents will join us around **4:10pm** for the presentation.

Session 3 – June 24th:

'Time Capsule' Themed Craft Session

This will be a **fun, student-only** session. After a brief welcome from the transition team, students will enjoy a **creative craft session** with their peers.

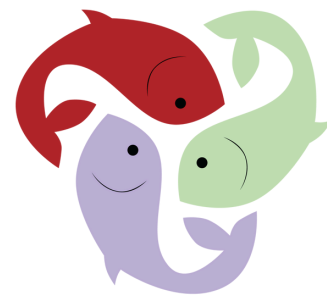
Session 4 – July 1st:

Inter-Tutor Rounders and Picnic

To wrap up the **Pre-Transition Programme**, students will engage in a friendly **rounders competition** between **tutor groups**. We'll finish the session with a **picnic**, celebrating the final event before the **official transition days!**

Please refer to the **'Getting Started Forms'** to ensure we have all necessary details, such as **parental consent for photos/videos**, as well as any **medical** or **dietary information**. It's essential we have this information to ensure your child's participation in these events. Thank you.

Secondary Transition 2025



Transition Days

Monday 7th July & Tuesday 8th July

Our **Transition Days** are designed to give students a **real experience** of a **typical day** at **Burton Borough School**. These days will include a **warm welcome**, **tutor activities**, and a **variety of lessons** such as PE, Humanities, Science, DT, and English. Students will also experience **break times**, **lunch**, and **end-of-day assemblies**, all designed to help them feel **comfortable** and **confident** in their **new environment**.

Please note that the schedule for both days will be confirmed in advance, and a letter with further details will be sent to you before the transition days.

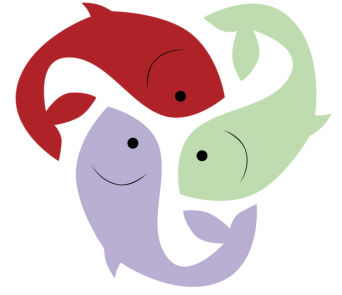
Students should **arrive in their primary school uniform by 8.50am** and go to the entrance of the **New Hall (next to reception)**, where our **Year 7 team** will be ready to greet them. For **7th July**, **lunch will be provided**, but for **8th July**, students should **bring their own packed lunch**. We also recommend that **students bring snacks for break times** and a **refillable water bottle for both days**. On days where **PE** is scheduled, please ensure your child brings their **full school PE kit**.



8th July - Transition Evening

In the **evening of 8th July**, we will invite **all parents/carers and students** to attend our **Transition Evening**. This will be an opportunity to reflect on the **transition activities** and hear a **final message** from the team before your child officially joins **Burton Borough** as a **fully-fledged student** in **September**. We look forward to seeing you there!

Secondary Transition 2025



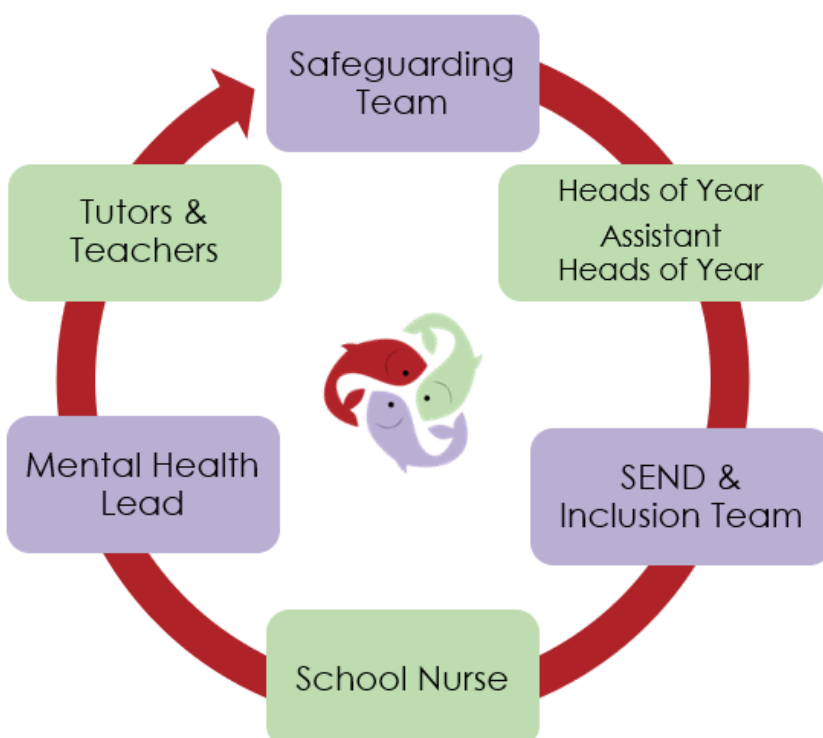
Safeguarding

At BBS, Safeguarding is Everyone's Responsibility

Burton Borough School is **fully committed** to **safeguarding** and promoting the **safety** and **welfare of all children**. We expect all **staff**, **volunteers**, and **visitors** to uphold this **commitment** and contribute to maintaining a **safe** and **supportive environment**.

As a school, we **pride** ourselves on the **pastoral care** and **positive relationships** that we have with our students. It is common for **secondary school students** to face **personal challenges** throughout their **teenage years**. We have a **highly experienced team of staff** who are here to support them. **We are your extended family** – and **we are here to support you**.

During the **transition period**, your child will be looked after by the **transition team**, **tutors**, and **teaching staff**, all of whom have received **safeguarding training**. Should any concerns arise, a member of the **transition** and/or **safeguarding team** will contact you to discuss the situation. Additionally, there will be **first aiders** and **staff trained in diabetes on-site** during these events. In the event of any concerns, a member of the transition team will reach out to you.



Meet our Designated Safeguarding Leads



Ben Morgan



Nicola Champion



Emma Edge



Basia Sigiel



Ginny Wright
CSE LEAD

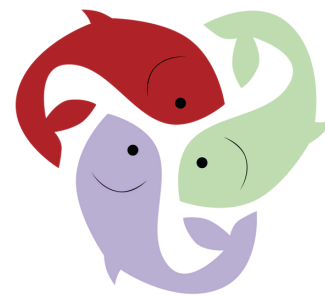


Paige Jervis



Gina Baughurst

Secondary Transition 2025

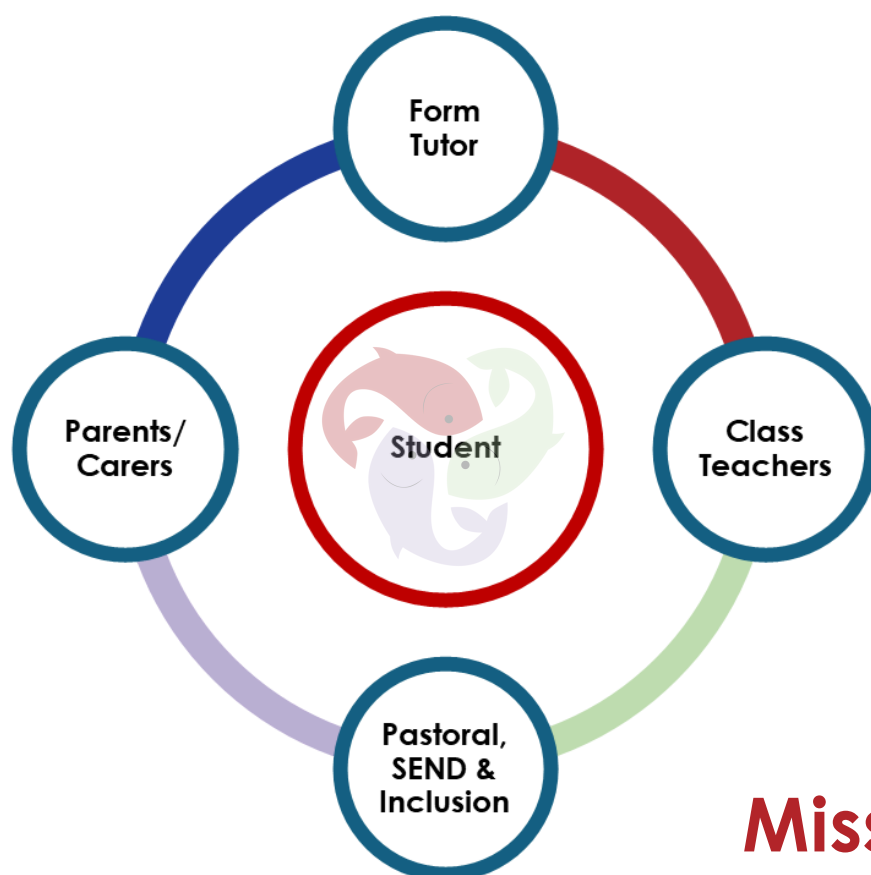


SEND & Inclusion

At **Burton Borough School**, caring for your child is our **shared responsibility**. Your child will receive **exceptional teaching** from trusted adults who foster **strong, positive relationships** with them.

We are **deeply ambitious** for all our students, providing them with the **knowledge, skills**, and **habits** necessary to thrive not only in school but also beyond it.

We take great pride in our '**Graduated Response**', which adapts to the **ever-evolving** needs of our students. We ensure that **identification of needs** is **timely**, **interventions are evidence-based**, and the **impact** of these interventions is **measurable**.

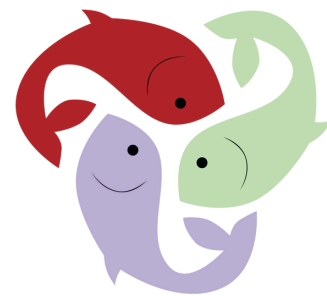


Miss Wheat, SENCo

Effective communication is at the **heart of what we do**. **Staff, parents**, and **students** are kept informed through **frequent** and **high-quality interactions**, as we believe **co-production** is essential to success.

Additionally, we offer various **safe spaces** for students, where they can both **emotionally regulate** and **achieve academically** in a **supportive environment**.

Looking Ahead for Sept 2025



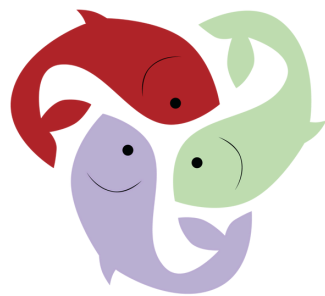
Uniform

We believe that **uniform** is important as it fosters a **sense of personal pride** and helps students develop **good habits** that will serve them well into adult life. Our **school uniform** is stocked at [Mary's Tots and Teens in Newport](#) and [Bakers & Son in Wellington](#).

For the **pre-transition session**, your child may wear **comfortable clothes**, their **primary school uniform**, or **their primary school PE kit**. For the **transition days**, we kindly ask your child wears their **primary school uniform** and brings their **primary school PE kit** should a PE session is scheduled for their tutor group. You **DO NOT** need to purchase **our school uniform** for **these events**. We have included a **uniform page** for **information purposes only**, as we understand parents/carers may wish to start preparing earlier than later.



Looking Ahead for Sept 2025



PE Uniform

A new style of **Unisex PE kit** was introduced last year, available from [Newport Sports](#). This updated kit features a more **affordable price** and a **fresh, modern design**, ensuring that students are **comfortable** during their PE lessons.

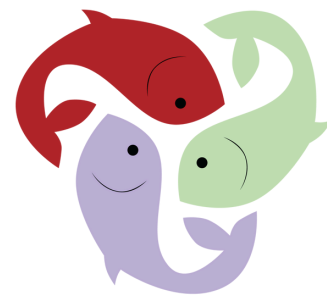


If you have **older children currently attending Burton Borough**, please note that there is a **one-year grace period** for using the **old style of PE kit**. You are welcome to continue using the **old style kit for the first year**. However, if you are purchasing, we recommend the **new kit for long-term affordability**.

In addition, we will be hosting a **uniform drive** this **summer**, where parents and carers can select **donated items of uniform** and **PE kit free of charge**. Please note, this will be on a **first-come, first-served basis**, with priority given to **pupil premium families** on the day. Further details about this event will be shared on our **social media platforms** nearer to the time.

From **September 2026**, the **new style PE kit**, as pictured here, will be the **only PE kit accepted**.

Secondary Transition 2025



See you soon...

As your child transitions to **Burton Borough School**, we are committed to supporting them in becoming **ambitious**, **proud**, and **caring** individuals. We believe that every student has the **potential to excel**, and we are dedicated to providing a **nurturing environment** where they can **grow academically, personally, and socially**. We are excited to **witness their journey** as they develop the **skills, resilience, and confidence** needed to **succeed** both in **school** and **beyond**.



To help keep you informed throughout this process, we have sent our **welcome letter** via email, and this **booklet** contains **essential links and information**. We encourage you to regularly visit our **transition webpage** for updates, as well as follow us on **Instagram (@bbs.transition)** and **Facebook (@burtonborough)**. Additionally, our **Family Bulletins** will provide you with the **latest news and important dates** related to your child's transition.



Tutor and house allocation letters will be sent via email in the coming weeks. Please be assured that we are **working diligently** to ensure a **smooth** and **supportive transition** for all students.

We look forward to **welcoming you** and **your child** to our **school community**. Should you have any questions or require further information, please do not hesitate to contact our **transition team** at **sam.hicks@lct.education**.

Keep in Touch

Connect with us



Stay **connected** with all the latest **news** and **updates** from BBS by visiting our **social media platforms**. Keep up-to-date with everything BBS and follow us to ensure you never miss out on the exciting things taking place within our **community!**

Our **Facebook page** will be updated regularly throughout the week with information such as upcoming events, important information, and weather updates. Our main **Instagram account** will feature photos from main events that happen throughout the year. We maintain **official communications via email** and our **family bulletin** is posted onto our website weekly.

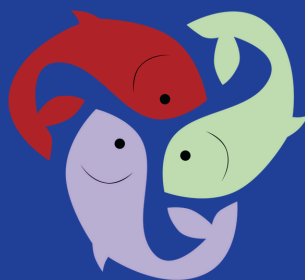
Please also keep up to date via our **transition webpage**. This page will be updated regularly with **documents, links,** and **key information** at the same time as our **email correspondence** with you. Should you think you have missed anything, please check this page before contacting the **transition team**.



Instagram
 @burtonborough
 @bbs.transition

Find us on
 Facebook





Ambitious. Proud. Caring.

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