



The Kidsgrove Secondary School  
Gloucester Road  
Kidsgrove  
Stoke-on-Trent  
ST7 4DL  
Tel: 01782 948250  
communications@kss.shaw-educaton.org.uk

May 2021

Dear Parents and Carers

We wish to welcome you and your child to The Kidsgrove Secondary School.

This is your admission pack and it contains lots of information and forms you are required to complete and return to school by Friday 2<sup>nd</sup> July. Please find enclosed:

- Pupil transition booklet for your child to complete and keep. They can bring this to the transition week.
- Parent transition booklet for your information
- Data capture form:
  - Please complete and clearly amend all areas as required and **return to school by Friday 2/7/21**. Please note, we require a minimum of 2 main contacts for your child with a valid mobile telephone number and email.
  - Remember it is your responsibility to update school with any change to contacts, mobile telephone numbers and email addresses.
- Permissions and Agreements:
  - Please complete all forms and **return to school by Friday 2/7/21**. All permissions and agreements are valid for the time your child is at school and in line with statutory requirements.
- Uniform and Appearance information
- School Bus timetable where applicable
- Attendance Policy
- Mobile Phone policy
- Pupil and Parent Privacy Notice

We invite you to visit our website where you will find all our policies, up to date information and news. If you require any of our policies in paper format, please contact school and we will be happy to arrange this for you.

We communicate only with parents and carers who have parental responsibility (PR). Once your child is on roll in September, you will be able to download the MyEd App, enabling you to send and receive text messages (for free). The App also gives you a direct link not only to your child, but to the school website enabling you to keep up to date with new and current information.

Download the App in September <https://www.myedschoolapp.com/>

We have recently moved over to using Class Charts. You and your child will be given a log in for this when they start in September. This app enables you and your child to view their timetable, homework and detentions. It will also allow you to communicate directly with your child's teachers.

Transition week will be the week commencing 5<sup>th</sup> July. Monday 5<sup>th</sup> July will be an 'Excellence Day'. This day is by invite only and will be based on data and feedback from your child's current teacher. 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> July will be transition days with Kidsgrove Secondary School and will focus on meeting new teachers and settling in. Friday 9<sup>th</sup> July will be a 'Development Day'. Again, this will be by invite only and based on data and feedback from your child's current teacher. Further details of these days will be sent out nearer the time and also to your child's school.

Please do not hesitate to contact us if you have any questions regarding this letter. You can do this by:



The Kidsgrove Secondary School  
Gloucester Road  
Kidsgrove  
Stoke-on-Trent  
ST7 4DL  
Tel: 01782 948250

[communications@kss.shaw-educaton.org.uk](mailto:communications@kss.shaw-educaton.org.uk)

1. Email - [communications@kidsgrovesecondary.shaw-education.org.uk](mailto:communications@kidsgrovesecondary.shaw-education.org.uk)
2. Telephone - 01782 948250 (please leave a message and we will reply as soon as we can)
- 3.

Yours sincerely

*K. Castrey*

Mrs K Castrey  
Primary Transition Lead

*A Williams*

Mrs A Williams  
Attendance & Admissions Officer

**Reuse the envelope to return your Data and Permissions & Agreements forms by Friday 2<sup>nd</sup> July 2021. Please sign all areas. You can post it through the school letter box in the entrance foyer during school hours and by Friday 2<sup>nd</sup> July.**