3rd March 2022

Dear Parent,

**Welcome to Tarleton Academy – Year 7 September 2022**

We are delighted that your son/daughter has been offered a place at Tarleton Academy for September 2022 and look forward to welcoming them fully to our school community. This letter is to let you know further detail about key dates in our Induction Process.

We are aware that the transition to secondary school, whilst being very exciting for many, can sometimes be worrying for parents and children. It is our aim that this process should be as seamless and stress free as possible.

In the summer term a member of our transition team will visit each feeder primary school to discuss individual needs, friendship groupings and curriculum matters relevant to their transition to this school. Able and Ambitious, Special Educational Needs, Medical Issues and any other significant information is discussed as a matter of procedure, so please do not worry about this. Once you have confirmed your acceptance of a place you will also be invited to complete a form which summarises any other additional information that you would like us to take into account.

In addition to this you, along with your child, are invited to an Intake Parent’s Evening to be held at **6pm on Thursday 16th June**. On this evening there is usually a short presentation, after which you will have the opportunity to meet with your child’s new House Progress Leader and their Personal Tutor.  You may also wish to make an appointment to discuss any issues with our Pastoral Behaviour Managers or our Head of Learning Support after these meetings have taken place. Obviously, we will send you more details nearer the time, but we wanted you to be aware of the events coming along to aid as smooth a transition to secondary school as possible.

Earlier on the same day, **Thursday 16th June**, all our new pupils will also be invited to spend a pastoral day in school to meet with their new Head of House and to get to know other members of their House.  Pupils then spend a second day with us which will be a curriculum day. This will be on **Friday 17th June.**  On the curriculum day, the pupils will meet with staff and will also have sample lessons throughout the day.  You and the Headteacher of your child’s primary school will receive detailed information about the arrangements for these days prior to the visits.

These days are an excellent opportunity for your child to get a feel for the school and for us to really start to get to know them individually. Meeting their, personal tutor, their Head of House and their teachers is always reassuring, but the big success is the chance get to know other pupils in the year group and begin to develop friendships, ready for a fantastic start in September.

If, for any reason, you feel that your child would benefit from further transition days, then please don’t hesitate to get in touch and discuss this with us. We always try really hard to ensure there is no clash with any events in your primary school. If you are unable to make these events, we will arrange another opportunity at around the same time.

In the meantime, please could you contact school via e-mail at transition@tarletonacademy.org or by letter (to the school marked transition) to **confirm that you are in receipt of this letter and whether (or not) you will be accepting the place offered** to you at Tarleton Academy? We are aware that we will have a waiting list, so if you are declining the place, please could you let us know as soon as possible so that this can be offered to another child.

I hope that the arrangements, along with the Induction Programme, will reassure you and your child but please do not hesitate to contact us should you have any further concerns or questions.

We are very much looking forward to meeting with you and your child in the Summer Term.

Yours sincerely,

Mr S Day

Head of School