



**Wellfield Academy**

Headteacher Mr J Lewis

6<sup>th</sup> March 2024

Dear Parent/Guardian,

**Welcome to Wellfield Academy – Year 7 September 2024**

We are delighted that your son/daughter has been offered a place at Wellfield Academy for September 2024 and look forward to welcoming them fully to our school community. They will be joining us at a very exciting time in the development of our school. We are currently coming to the end of the feasibility stage of the School Rebuilding Project after being identified as one of the 161 schools nationally to be involved in the project. We are hopeful to be able to announce in the summer term the scale of our school rebuild which will eventually provide state of the art facilities for your child during their time at Wellfield. Additionally, our school continues to go from strength to strength as the number of families choosing our school has significantly risen over recent years and we have now officially joined Endeavour Learning Trust. It is an exciting time to join Wellfield and it is a fantastic time for your son/daughter to join us.

This letter is to let you know further details about key dates in our induction process.

The secondary school decision that a family makes is an important one. The number of families that have put us as first choice has more than trebled over the past three years, something which no doubt recognises the fantastic progress we have made as a school. One of the direct quotes from our Ofsted inspection is that ‘pupils are proud to attend Wellfield Academy’. The students will be the first to tell you how much they love their school and that they are looking forward to welcoming you into our community centred family.

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. With that in mind, we wanted to include some detail for you so that you know what will be happening to help this process be as smooth as possible.

### Transition Events

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 our school. If your child is Gifted & Talented, has Special Educational Needs, medical issues or any other significant information, this is discussed as a matter of procedure, so please do not worry about this. Over the coming weeks and months, you will also be invited to complete a form which summarises any other additional information that you would like us to be aware of.

In addition to this you, along with your child, are invited to an Induction Evening to be held at **6pm on Thursday 27<sup>th</sup> June 2024**. On this evening there is usually a short presentation, after which you will have the opportunity to meet with a range of key staff. You may also wish to make an appointment to discuss any issues with our Head of Year 7 or our SEND team 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 get them in your diary and to aid as smooth a transition to high school as possible.

Earlier on the same day, **Thursday 27<sup>th</sup> June**, all our new students will also be invited to spend a pastoral day in school to meet with their new House Progress Leader, along with their Head of Year, and to get to know other members of their House. Students will then spend a second day with us which will be a curriculum day. This will be on **Wednesday 3<sup>rd</sup> July**. On the curriculum day, the students will meet with staff and will experience sample lessons throughout the day. You and the Headteacher/Year 6 teacher of your child’s primary school will receive detailed information about the arrangements for these days prior to the visits.



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## Wellfield Academy

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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 Head of Year, House Progress Leader and teachers is always reassuring, but the big success is the chance to start to get to know other pupils in the year group and begin to develop their 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.

### Wellfield Induction Bundle

Here at Wellfield we are very mindful of the additional expense the move to secondary school can be and we have been saving as much as we could throughout the year to launch our new Year 7 intake 'Wellfield Induction Bundle'. The bundle, provided at no cost to parents, includes:

- Blazer and tie
- School sports kit

If you didn't put us as your first choice, please don't worry. We will be more than happy to show you round at a time that suits you so that you can see what a special place this really is. We are confident you will be reassured once you get a feel for the warm, welcoming, calm and focused atmosphere we have around the school on any given day.

If you would like a look around now that you know you have been allocated to Wellfield then simply ring our general office and ask to speak to Miss Duncan-Jameson, who will arrange a tour for you with one of our senior staff at a time which suits you best.

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. If you have any questions or queries throughout this process please either contact the school office or email [transition@wellfieldacademy.org](mailto:transition@wellfieldacademy.org).

Welcome to the Wellfield family- we are very much looking forward to meeting with you and your child in the Summer Term to provide them with 'Nothing but the Best' throughout their time with us.

Below are the next steps you need to do based on this letter:

- Contact us if your email has changed from the one you used to apply for your son/daughter's place
- When you receive an important **data collection form** please complete by the deadline given, this is data such as contact details and medical needs etc that is mandatory to have
- You will also receive a link requesting **transition information**, asking information such as friendships, we use it to assist us in deciding houses and class groups
- Please add the two transition days that students attend (**Thursday 27<sup>th</sup> June** and **Wednesday 3<sup>rd</sup> July**) and the transition evening that parents and students attend (**Thursday 27<sup>th</sup> June**) to your calendar

Yours sincerely,

Mr J Lewis  
Headteacher