23rd May 2022

Dear Parent/ Carer,

**Induction to Wellfield Academy – Year 7 September 2022**

As we write to you today, the transition of information is already well underway between schools and we are building a picture of a fantastic year group – the Class of 2027.

In this letter you will find more information about the arrangements for our Year 6 induction programme for students starting in September 2022. As noted in the welcome letter, we would like to invite your child to Wellfield for two days on **Thursday 16th June** and **Friday 1st July** **2022**. The first day, Thursday, is a Pastoral Day and students will meet their new House Progress Leader and to get to know other members of their House. The second is a Curriculum Day to meet more of our staff and enjoy some taster lessons in specialist areas around school.

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

1. Your child’s primary school may give you further information about this but all students should come to the induction day dressed in their primary school uniform
2. On both of the induction days, your child will need to bring with them a packed lunch or [approximately] £2.50 for a school lunch. If your child currently receives Free School Meals, lunch will be provided
3. They will need to bring their trainers on Thursday. They *do not* need their PE kit. Your child will need to bring some equipment (pen, pencil and ruler) on both days
4. Students need to arrive at Wellfield for 9.30am on both Thursday and Friday and get collected at 2.30pm. In some cases, local primary schools organise to walk together 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.

On the **evening** of **Thursday 16th June** there will be a meeting for parents in the school hall at 6.00pm. Traditionally this has been an evening that is very well attended and one that has a real benefit for the students.

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 House Progress Leader and their Personal Tutor.  After these meetings have taken place, you may also like to make an appointment to have discussion with our Pastoral Behaviour Managers 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.

We would like to ask for your support to collect the information and permissions that we need for a seamless start in September. In addition, we think that it is important to ask you and your child for your personal views to make sure that the transition can be smooth and successful. In this pack, please also find enclosed:

1. Parent Transition Information Sheet
2. Student Transition Information Sheet
3. Data Collection Sheet
4. Photographic & Video Consent Form

We will plan the House groups during the week beginning 6th June and this means that the return of this information is crucial so that we are well informed. Please complete these documents and return them to school no later than **Friday 3rd June**. There is a stamped addressed envelope included for your convenience.

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@wellfieldacademy.org

We are really looking forward to meeting your child in June first of all and welcoming them for their formal start here at Wellfield Academy on Monday 5th September.

Yours faithfully,



Mr J Lewis

**Head of School**