



Wellfield Academy

Headteacher Mr J Lewis

June 2026

Transition Days Information

Dear Parent/Carer

As we write to you today, the transition of information between primary and secondary schools is well underway and we are building a picture of a fantastic year group – the Class of 2031! Mrs Humphris (Head of Year 7) has been conducting primary school visits and calls collating information from teachers and we have had an excellent response to the online parent Transition Form. If you have not yet completed this, please look back through your emails from transition@wellfieldacademy.org or contact us and we will happily resend. We think that it is really important to ask for your views so that the transition can be successful.

Information Collection

Where possible we will visit each Primary School and will give to your son/daughter a pack to be completed by yourselves with all the data we require. In some instances, we will do these visits virtually by calling or online, if this is more convenient to the school. In this instance we will give these to the students when they attend on the Transition Days instead.

Transition Days - Wednesday 1st July and Thursday 2nd July.

As noted in the welcome letter, we would like to invite your child to Wellfield Academy for two days on **Wednesday 1st July and Thursday 2nd July**. Students will meet their new classmates and our staff and enjoy some taster lessons around school. All planned of course to familiarise the students and induct them to Wellfield Academy. Day 1 will have sessions based around our school values with lots of activities focussed on making friends as the key objective, Day 2 will aim to help familiarise them with what High School lessons will be like whilst again helping to familiarise them with the school environment and make friends.

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

1. Students should come dressed in their primary school uniform.
2. Students should bring a refillable water bottle.
3. On both of the induction days, your child will need to bring with them a packed lunch or cash to purchase food from our canteen. If your child currently receives a free school meal, their lunch will be provided. We must stress, we are a cashless school, please send them with the correct change if possible. £2.50 per day will enable your child to choose a hot meal/sandwich, and a dessert or a drink. Please note there will not be a break service that day so students should bring their own snack.
4. Students will need to bring their trainers on both days but they do not need their PE kit. Your child will need to bring basic equipment (pen, pencil and ruler) on both days.
5. Students need to arrive at Wellfield Academy from 9.15am onwards for a 9.30am start on both days and get collected at 2.30pm. We ask that you make your own arrangements for their journey to and from school as part of their experience. Unless you tell us differently, we will allow them to leave the school site unaccompanied at 2:30pm.



An Endeavour Learning Trust School
Registered in England
Company Registration Number 7848372
VAT Registration Number 125718416

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6. If your child has a medical condition that we need to know about on the day please let us know. If they will need to take medication you must contact the school office before the day.

Transition Evening-Thursday 2nd July

On the evening of Thursday 2nd July there will be a meeting for parents in the Sports 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. Your child is welcome to attend, it is not essential but some do choose to do so. During the evening there will be a presentation by members of the School Leadership Team, you will also have the opportunity to meet with your child's new Head of Year and other school staff. There may also be an opportunity to speak to our SENDco, Miss Butterworth.

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. If on the day they are unwell and unable to attend please let the primary school know using their usual protocol.

Summer School

This will take place on Wednesday 19th August and Thursday 20th August. This will be coordinated and lead by Mr Winrow a PE teacher here at Wellfield Academy. He will be reaching out to parents with more details and asking you to book on.

Next steps:

Please add the following dates to your calendar:

- a. Transition Day 1-Student attends 9:15-2:30 Wednesday 1st July
- b. Transition Day 2-Student attends 9:15-2:30 Thursday 2nd July
- c. Transition Evening- Parents and student attend 6pm Thursday 2nd July

We understand that for a parent their child's transition to High school can be both an exciting and nervous time. We value parent and school relationships and if there is anything that you would like to clarify or are unsure about along the way please do reach out and contact us. 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 you and your child, first of all in July and then welcoming them for their formal start here at Wellfield Academy on Thursday 3rd September at 8:40am.

Yours faithfully

Mrs L Park

(Assistant Headteacher & Transition Lead)



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