



## Wellfield Academy

Executive Headteacher Mrs L Gwinnett  
Head of School Mr J Lewis  
3<sup>rd</sup> March 2022

Dear Parent/ Guardian,

### Welcome to Wellfield Academy – Year 7 September 2022

We are delighted that your son/daughter has been offered a place at Wellfield Academy for September 2022 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, having recently undergone an Ofsted inspection during which many excellent features of our school were recognised. We were delighted that our upward journey continued, as demonstrated with the inspection team grading our school as 'Good' in 3 key areas- Behaviour & Attitudes, Personal Development and Leadership & Management.

This letter is to let you know further detail 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 doubled over the past two 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 family.

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 any 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 Mrs Swift, who will arrange a tour for you with one of our senior staff at a time which suits you best.

In the meantime, 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. Once you have confirmed your acceptance of a place at Wellfield, 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 Parents' Evening to be held at **6pm on Thursday 16<sup>th</sup> 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



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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 16<sup>th</sup> June**, all our new pupils will also be invited to spend a pastoral day in school to meet with their new House Progress Leader 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 1<sup>st</sup> July**. 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 House Progress Leader and their 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' which includes all the essentials your child needs for the classroom and beyond. The bundle, provided at no cost to parents, includes:

- Laptop (chrome book)
- Branded items of the school uniform (Blazer and tie)
- School sports kit
- Scientific calculator
- Stationery set
- Dictionary
- Spanish Dictionary
- Thesaurus

In the meantime, please could you contact school via e-mail at [transition@wellfieldacademy.org](mailto:transition@wellfieldacademy.org) or return the enclosed reply slip in the envelope provided to **confirm that you are in receipt of this letter and that you will/will not be accepting the place offered** to you at Wellfield Academy?

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.

Welcome to the Wellfield family- we are very much looking forward to meeting with you and your child in the Summer Term.

Yours sincerely,  
Mrs L A Gwinnett  
Executive Headteacher

Mr J Lewis  
Head of School



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### Reply Slip – New Year 7 Intake 2022

Name of Pupil \_\_\_\_\_

Date of Birth \_\_\_\_\_

Current Primary \_\_\_\_\_

Name of person returning this form \_\_\_\_\_

Relationship to Pupil \_\_\_\_\_

Telephone Number \_\_\_\_\_

Email Address \_\_\_\_\_

Please tick one of the following

- I will be accepting the place
- I won't be accepting
- I would like to come and look around before I decide

Signature \_\_\_\_\_



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