



Dear Parent/Carer

We are delighted to have now completed most of our transition visits to primary schools and met our wonderful students. We hope that {{STUDENT_FIRST_NAME}} is looking forward to our **Transition Day on Monday 4th July** as well as the other planned events.

To help you and {{STUDENT_FIRST_NAME}} prepare for Transition Day on **Monday 4th July** please find an outline below.

We ask for {{STUDENT_FIRST_NAME}} to arrive at 8.40am in their current full school uniform and arrive outside Main Reception, where they will be guided round to the playground nearest the canteen in order to line up in their new form group and formally start the day.

Please be aware the car park is always busy so leave plenty of travel time. If possible, we encourage you to walk on this day.

We are pleased to inform you that {{STUDENT_FIRST_NAME}} has been placed in **Tutor Group - {{TUTOR_GROUP_NAME}}** and their form tutor is **{{FORM_TUTOR}}** in **{{HOUSE_GROUP}}** House.

Should students forget this information, do not worry as there will be plenty of staff on duty to help organise and direct them.

Once all pupils are registered, the full day will start with a short **assembly** followed by:

- time with their new **tutor group** in the morning getting to know one another.
- break time – *basketball, netball, or table tennis activities are available.*
- *tour of the school with their tutor.*
- **Maths lesson.**
- **Lunch** – *basketball, netball, or table tennis activities are available.*
- **Science lesson.**
- Music and Drama showcase.
- Leave at 2:45pm via the side doors of the Gym, exiting towards the Car Park.

Pupils will need to bring:

- pens, pencils, rubber, and a ruler.
- a snack and refreshments for breaktime.
- **OPTIONAL**- a pair of trainers in a bag if you intend to participate in activities over break and lunchtime.

A hot meal and pudding is provided free of charge and lunchtime, although pupils are welcome to bring in their own pack lunch. The lunch offering will be bolognese, and cake for pudding. A vegetarian or gluten free option is also available.

*The day ends at 2.40pm – **Please complete the survey to confirm arrangements for {{STUDENT_FIRST_NAME}}'s collection and any medical information.***

TRANSITION EVENING FOR STUDENTS AND PARENTS

{{STUDENT_FIRST_NAME}} has been allocated a time of **{{TIME_FOR_TUTOR_APPOINTMENT}}** to meet their Form Tutor in the Gym. This is an introductory meeting and a chance to form relationships between parents, students and the Form Tutor.

Other key academy staff will be in attendance including: Excellence (SENCo), Gifted and Talented Co-Ordinator, Subject Leader for PE, Subject Leader for Music, Academy Matron, Progress Leader for Year 7- Miss Gardner- and R2L Learning Mentor for Year 7 Ms Tait.

We will have representatives from our uniform supplier, Kadaph, who will have samples for students to try on, *please do not forget to purchase {{STUDENT_FIRST_NAME}}'s tie in their new house colours.* Refreshments will also be available from our Year 11 Prom Committee, so be reminded to bring some spare change should you wish to make a purchase.

Over the course of the evening, there will be a 'welcome' presentation from our Principal and Year 7 Progress Leader, lasting about 20 minutes, the presentations are scheduled for **4.30pm, 5.15pm and 6.00pm to allow you to plan your attendance at one of these, alongside your 5-minute tutor appointment.**

If {{STUDENT_FIRST_NAME}} is not able to attend the Transition Day, or you're not able to attend the evening appointment, please can you inform us using enquiries@thehazeleyacademy.com so we can arrange for any documentation from the evening to be sent to you in the post.

We hope this explains the arrangements for the Transition Day/Evening and provides you with the necessary information to settle any nerves; hopefully {{STUDENT_FIRST_NAME}} is excited.

Finally, if you have not yet signed {{STUDENT_FIRST_NAME}} up for one of many of our events (STEAM Day, Less Than 5 Evening or HazeleyFest) please complete this by the end of this week, to guarantee a place.

I hope that {{STUDENT_FIRST_NAME}} is enjoying the final term in their current primary school. We really look forward to seeing you on **Monday 4th July**, please don't hesitate to contact us on enquiries@thehazeleyacademy.com if you have any questions

Yours sincerely

Steffan Healy

Deputy Principal