

1st May 2019

Dear Parent/Guardian

Transition Y6 into Y7 Arrangements

We have organised a number of important events to ensure that transition to Outwood Academy City Fields is as smooth as possible so that all of our new Y7 students have the opportunity to meet staff, make new friends and find their way around. Please read the information below and return the attached reply slip before or on Tuesday 11th June.

Y6 into Y7 Parents' Evening Tuesday 11th June 6.00pm

We would first of all like to invite you to a short Parents' Evening on Tuesday 11th June starting at 6:00pm, when the Principal will give a short presentation about arrangements for the Transition Days outlined below and essential information about what life is like at Outwood Academy City Fields. Key staff will also then be available to answer any questions that you may have.

Entrance to the school will be by the top gate on Warmfield View for this meeting.

Day 1: Y8 Graduation and Transition Activities Day

Please look at the table below for which day your child will be attending the Transition activities and Y8 Graduation Ceremony depending on which Primary School he/she attends.

| Thursday 27th June Arrive: 9.00am Via side gates on Leave: 2.30pm Arncliffe Road | Friday 28th June Arrive: 9.00am Via side gates on Leave: 2.30pm Arncliffe Road |
|---|---|
| Primary Schools: <ul style="list-style-type: none"> • Greenhill • St Mary's • Flanshaw • Newton Hill • St.Austin's • St.Michael's • Stanley Grove • Stanley St.Peter's | Primary Schools: <ul style="list-style-type: none"> • Park Hill • Pinders • Altofts • English Martyrs • Hental • Lawefield Lane • Sandal Magna • Snapethorpe • St. Bartholomews • St. John's • Thorpe • Wrenthorpe |

Y6 pupils should wear their normal Primary School uniform. Lunch will be provided in the canteen, however, children may bring their own packed lunch if preferred.

On arrival, there will be a short Welcome assembly for all the new Y6 pupils, who will be introduced to their Learning Manager for Y7 and other key staff before being put into groups to do some Transition activities. These have been designed to help them to get to know their new school e.g. their way around school, "where to go for what", how break/lunch times work, meet lots of staff and make new friends. After lunch, they will be involved in watching the Y8 Graduation ceremony and celebrations, which will be an exciting afternoon when they will see what they can aspire to achieve in a few years' time, when they are Y8 themselves moving into Y9!

Day 2: Tuesday 2nd July Induction Day

Arrive: 8.25 am via the side gates on Arncliffe Road

Depart: 2.30 pm

Y6 pupils should wear their normal Primary School uniform. At lunchtime, lunch will be provided in the canteen, however, children may bring their own packed lunch if preferred.

Induction Day is another important day in preparing to get ready for transition to Outwood Academy City Fields. During Induction Day, a number of essential preparation activities will happen including registering fingerprints for the Biometrics canteen payment system, photographs for the academy database and staff from Trutex Uniform Suppliers will also be in school measuring all our Y6 new starters for their uniform.

When not doing one of these vital activities, they will be joining classes to get a "taste" of lessons at Outwood Academy City Fields.

By the end of these transition events, you and your child will feel ready to in September 2019, but if you have any queries in the meantime, please do not hesitate to contact school.

Yours faithfully



Susan Harrison
Vice Principal

Reply Slip: Please complete and return by Tuesday 11th June 2019

Transition 7 Graduation Day 27th or 28th June and Induction Day 2nd July 2019

I confirm that I have read and understood the transition day arrangements for my child and will ensure that I will make appropriate arrangements to transport him/her to and from Outwood Academy City Fields on those dates.

Name of Child _____ Current Primary School _____

Name of Parent/Guardian: _____

Emergency Contact Number: _____

Signed: _____