

Our ref: PAN/AKE

Thursday 20th April 2023

Dear Parent/Carer,

**Your child's place at Outwood Academy Portland**

We are delighted to hear that you have now received confirmation of your child's school place at Outwood Academy Portland for September 2023; we very much look forward to meeting your child and working with you in the near future. Please ensure that you select the 'accept' option on the Local Authority portal.

This is a very exciting time for all, but can also be quite daunting for some. In the next few weeks, we will be in touch with lots of important information, such as transition arrangements, uniform information and other helpful guidance for you and your child.

If your circumstances have changed since making the application to Outwood Academy Portland and you no longer require the place for your child, please could you notify the Nottinghamshire County Council Admissions Team and inform them of your decision.

In the meantime, may we extend a very warm welcome to all of our new parents, carers and students; please look out for further correspondence via mail, email and on our website.

Yours faithfully,



**Mrs D Sheehan**  
**Principal**