

Our ref: PAN/AKE

Friday 16th June 2023

Dear parents/carers,

Outwood Academy Portland transition days

As part of transition, all new Year 7 students are invited to attend a two-day event at Portland. This will be a wonderful opportunity for students to familiarise themselves with the environment, take part in an Academy day and a variety of learning experiences. **The transition days will take place on Wednesday 5th July and Thursday 6th July.**

Please may we request that your child arrives at 8:30am and makes their way to the front of the school. The day shall end at 14:20pm. There are details of bus services at the bottom of this letter. Please note that if your child is making their own way to and from school we shall dismiss them at 14:20pm under the assumption they can walk home. If this isn't the case you must let us know.

We want this experience to be as realistic as possible and ask that students attend both transition days. They should wear their **primary school uniform** (ideally one with their school's logo on), bring a pencil case and a water bottle. We shall provide all students with a complimentary packed lunch on each day. Alternatively, your child may also bring their own packed lunch, especially if your child has any dietary requirements. If this is the case can you please make us aware by contacting your primary school teacher to inform us. We also ask that they bring a PE kit so they can participate fully.

We shall also be hosting an information evening on **Wednesday 5th of July** for Year 6 families between **4pm and 7pm** where there will be activities from each subject to participate in. Staff will be showcasing their subjects and giving you a taster of what they can expect when your child joins the Academy. Members of the Senior Leadership Team will be on hand all evening to answer any queries you may have. There will be a presentation by the Principal, Mrs Sheehan in the main hall which shall be repeated at 5pm and 6pm.

Transition from primary to secondary school is a very important time in any child's life and we want to ensure that transition for your child is as smooth as possible. **Please have your child return the pink consent form (which was sent out to you with the transition letter) on their arrival to our Academy on Wednesday 5th July.** It is important to know that without this transition letter your child cannot attend on these two days.

If you have any queries or concerns regarding the process please do not hesitate to contact me via enquiries@portland.outwood.com.

Yours faithfully,



Miss A Kelly
Learning Manager

Transition pick up times

School	Time
Haggonfields	07:50am
Norbridge	08:00am
Redlands	08:05am
St Anne's	08:15am
Gateford	07:50am
St John's	07:55am
Prospect	08:00am
Sir Edmund Hillary	08:10am
St Augustine's	08:15am
Langold	07:50am
Kingston	08:00am
Ramsden	08:05am
St Luke's	08:15am

Students will catch the bus back to their respective school at 14:20pm. Their arrival time is not yet known.