

15th June 2018

Dear Parent/Carer,

Firstly, I would like to thank you for choosing Outwood Academy Shafton for your son/daughter's secondary education.

Secondly, please find below some important information about your son/daughter's transition to Outwood Academy Shafton. The aim of this transition visit is to calm any concerns/fears you and your son/daughter may have about the move from primary school. It will also introduce them to the site, enable them to get a feel for what it will be like in September and to introduce them to Academy staff and other students.

Dates for transition

Date/Time	Students invited
Monday 25 th June 8.25-2.30	Students from Brierley CE Primary, Littleworth Grange Primary Academy and St Helen's Primary Academy
Tuesday 26 th June 8.25-2.30	Students from Cherrydale Primary
Wednesday 27 th June 8.25-2.30	Students from Cudworth Churchfield Primary and Shafton Primary Academy
Thursday 28 th June 8.25-2.30	Grimethorpe Ladywood, Milefield and Birkwood Primary and students from any other schools not mentioned above.

Key information:

Uniform	Your son/daughter should wear the normal uniform that they wear for their primary school. For September they will have received a free uniform. You will receive more information about this soon.
On the Day	Students should enter via Main Reception. They can enter the building from 8am and should be in the building no later than 8:15am. Students will be shown where to go upon arrival.
Transport	Your son/daughter will need to come to school and return home via the method of transport they will be using in September. Or, you may wish to arrange alternative transport.
Dinners	We will provide your child with a free meal at lunchtime on their visit.
Break, snacks and water	Please send your son/daughter to school with any snacks they may want during break time, they will be provided with a drink. Water fountains are also available in school to refill bottles. Please note that fizzy drinks and energy drinks are not allowed on the site.

Activities	Students will participate in normal academy lessons. They will not require PE kit.
Uniform Measuring	There are two opportunities for uniform measurements for your son/daughter's free uniform pack Monday 25th June 2.30-5.30 Wednesday 27th June 2.30-5.30 Please come to main reception. You can also use this opportunity to order additional items.
Y6 Parent Information Evening	Wednesday 27th June 5.30pm This is an essential event for information regarding arrangements for September and beyond.

If you have any further questions please do not hesitate to contact Esther Littlewood at e.littlewood@shafton.outwood.com or by telephone on the number shown above.

We would like to thank you for your support with transition and look forward to meeting your son/daughter.

Yours faithfully



Cara Ackroyd
Principal