



# Shavington Academy

'Together we enjoy, aspire, create & achieve'

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**Website:** [www.shavington.academy](http://www.shavington.academy)

**Headteacher:** Mrs E J Casewell B.A (Hons), N.P.Q.H.

4<sup>th</sup> May 2021

Dear Parent/Carer,

I am delighted to invite your son/daughter to our Year 6 transition days on Thursday 1<sup>st</sup> and Friday the 2<sup>nd</sup> of July. These days will be an opportunity for pupils to meet their new form group and key members of staff from the Academy as well as becoming familiar with the school building. We will talk about what Year 7 will look like, discuss any worries or concerns, as well as running several 'getting to know you' activities. **Should government guidelines prevent these from happening, we will use virtual means to support transition and we will be in contact closer to the time to confirm all the details.**

## On the day

Start time- 9:00 a.m. (doors open from 8:45)

End time - 3:00 p.m.

Pupils should enter the school and leave via the Main Reception. Here, pupils will be welcomed and guided into the hall for their welcome assemblies.

We kindly ask that parents/carers wait outside the building when dropping off and collecting their child.

If your child is meeting their sibling/s or catching a school bus, we will ask them to wait in the hall to be collected or guided to the correct meeting point.

## Equipment and clothing for transition days

- Pupils will be required to wear their primary school uniform for the two transition days.
- Stationery for lessons
- Packed lunches (no energy drinks)
- A water bottle, which they can drink during lessons
- Snack for break time
- Pupils will not be allowed to use their mobile phones, but these can be brought in and kept in their bags. Please note that the Academy takes no responsibility for damage or theft of mobile phones.

If your child requires any medication during the school day, please contact Main Reception before the transition days to discuss their needs and requirements.

## Purchasing uniform (ties, badges and pins)

As part of this transition event on the 1<sup>st</sup> and 2<sup>nd</sup> of July, we will also be selling uniform bags which contain the

ties, badges, and pins. If you require these items, then please ensure your child brings £10 cash or cheque (payable to Shavington Academy) on these days and we will be able to provide the items.

We will be offering locker space to our new Year 7 pupils. This will be arranged and organised in September.

### **Form Group (registration group allocation)**

We are currently liaising with all primary schools and we have asked each Year 6 class teacher to send us important and relevant information about your child, their needs, ability etc.

We have also asked them to fill out a form to indicate friendship groups. Although we cannot guarantee your child will be with their full friendship group, we try to ensure that each child is placed in a form with someone they know from Primary School.

Once we have received this information, we will be organising our form groups and allocating your child to a form. We will be sending this information out prior to our intake days in July.

### **Enrolment Forms**

We kindly ask you to complete the attached enrolment form and return it to the email address: [intake2021@shavington.academy](mailto:intake2021@shavington.academy) by June the 7<sup>th</sup>. If you have any problems with completing the form, please contact our Main Reception for support.

### **Website**

I also wanted to make you aware of some of the transition activities and information on our school website.

- Map and pictures of the building
- Welcome video
- FAQ page
- 'Have a go activities'
- SEN information and videos
- Letter from our current Year 7 students to Year 6 students
- Narrated taster lessons
- Parent/carer handbook

### **Covid updates and possible restrictions**

The safety of all our pupils, including our new Year 7 pupils, is our highest priority, therefore we will continue to closely monitor the latest government and scientific guidance and make amendments where necessary.

Unfortunately, at this time, we will not be able to invite parents/carers onsite during the school day. If there are any queries or any other matters you wish to discuss, please do not hesitate to contact the school. We will continue to keep you updated via our school website, so please check regularly for updates.

Yours faithfully,

Miss J Hughes  
Pastoral Leader- Year 7  
Transition Coordinator  
Teacher of English and Drama