



Hazelwick School

An Academy

Headteacher: Ms A Fearon BA (Hons) MA NPQH

Chair of Governors: Mrs R Bowron

28 June 2021

Dear Parental Salutation

(Child's Name)

I hope that you and your families are safe and well.

Following the announcement that the Induction Day has had to be postponed to September, this letter gives more information about the transition process and the Induction Day. There is now a Transition section of the Hazelwick website (found under the Parents/Carers tab) which has welcome videos, key documents, the Frequently Asked Questions, a Year 6 Questions Answered video and the information about the extra help that is available for students that need additional support at Hazelwick. The key forms and letters that have been sent out are also found there. I encourage you to look through this section with (Child's name) to help answer any questions you may have.

We are hugely looking forward to welcoming (Forename) to their Induction Day at Hazelwick on Monday 6th September. He/she will need to come in the full uniform and full information will be sent to you in one final letter before the end of this term. His/her first full day will then be Tuesday 7th September.

I expect that there are excited discussions at home about moving to Hazelwick, and any nerves or questions can hopefully be addressed and reduced by looking through the website. To further help this, included with this letter is our Transition Workbook. This has been created to give an insight into secondary school life at Hazelwick. Alongside some key information, there are also some tasks for (Forename) to complete that will take our new students through their uniform, their timetable and their route to school, as well as getting them to look ahead and set goals for what they would like to achieve at Hazelwick. There is space for them to note down any questions that they want to ask, and there is also a postcard that we are asking all of our new Year 7s to write to their Form Teacher, giving information about what they have managed to get up to this summer. All students should bring this booklet with them when they come to the Induction Day on 7th September.

The Form Teacher plays a key role in transition to secondary school. They will be Forename's first port of call and will see them every morning of secondary school life! A huge amount of work goes into putting 300 children into 11 evenly balanced forms in terms of gender, ability and primary schools. We also listen carefully to primary schools and take into account the friendships and productive working relationships that are recommended by the Year 6 teachers. I am delighted to be able to inform you that Forename's form teacher will be Staff Name and the form will be called 7XXX. They will meet them on the Induction Day and spend most of the day getting to know them and being supported by them. In addition to the videos already on the website, there will be a final video introducing the Form Teachers and that will be published on 14th July.

In a previous letter, you will have received the Transition Administration Pack. This document is crucial in giving us the information we need to enrol your child at our school. If you have not yet returned this to Hazelwick, please can you do so as soon as possible, using the stamped addressed envelope that was provided, to enable us to support your child's transition and ensure smooth communication ahead of September.

Whilst a lot of information is provided to students up to and throughout the Induction Day, as parents/carers you require information yourselves as well. We would normally hold a New Intake Evening in early July, when myself and Mr Myers, Head of Lower School, speak to all parents/carers about what to expect for their child's start of school. We will sadly not be able to hold this meeting at school, but Mr Myers and I will record the presentation and the video will be posted on the Transition section of the school website on Wednesday 7th July.

We hope that this letter, the workbook, the New Intake Presentation video and the website answer the questions that you may well have. If you have any additional questions, please email transition@hazelwick.org.uk. We continue to be very excited about welcoming our new students in September, and seeing them start their secondary school careers.

Yours sincerely

A handwritten signature in black ink that reads "D Leadbitter". The signature is written in a cursive style with a large initial 'D'.

Mr D Leadbitter
Deputy Headteacher