

June 2023

Dear Parents/Carers

I am writing to inform you of our next stage of the Year 6 to Year 7 transition including who your child's Form Tutor will be and which House they will be joining. Included in this pack is information regarding uniform, a guide for students, parents and carers, admission forms, Mission Transition handbook from Headstart Kernow, the school day, forms to register for free school meals and the term dates for 2023-2024. Please return the admission forms to the school by Friday 30<sup>th</sup> June; you are welcome to return the forms back to the school during the Welcome Evening (details below).

Your child's tutor group in September will have approximately 25 students from Year 7. Our tutor groups are carefully balanced with regard to students' interests, abilities and strengths. Your child's tutor will be..... and the tutor group is a member of.....House. Your child will therefore need a.....school tie. Please attend the ..... assembly at ..... in the School Hall and go to meet your child's tutor in ..... at ..... Please note that members of the tutor group may be attending talks at a different time.

The tutor will be very important to your child. They will see your child every day for morning and afternoon registration or assembly. They provide support and advice for children and families and are the first point of contact if you have any questions. They also keep a close eye on your child's progress and attendance.

### **Transition Day**

This year's Transition Day will run on Tuesday 27<sup>th</sup> June with all students joining us in September 2023 invited to attend.

Please ensure your child is dropped to school for a 9.10am start (not before 9am) where staff and Student Prefects will be at the main gate to greet them. Please note that your child's primary school will not be able to support the drop off or collections from St Ives School unless you have a prior arrangement with them. A hot lunch will be provided however your child will need a snack and plenty to drink throughout the day, they will also need sun cream to apply themselves throughout the day. Your child will be taking part in a meet and greet session with their future tutor and 3 other sessions including PE. Please provide suitable footwear and clothing suitable for sport. Your child will need to wear their normal school uniform throughout the day. Your child will be dismissed from St Ives School at 2.40pm; please ensure suitable arrangements are made with your child so they know clearly how they are getting home following the day. If you would like to make alternative arrangements other than for your child to be released from the main gate at 2.40pm please contact the school Reception.

### **Transition Evening**

We will be running a Welcome Evening for all parents and children on Tuesday 27<sup>th</sup> June from 4pm to 5:30pm where you will have the opportunity to meet your child's tutor and meet key members of staff including the Senior Leadership Team and SENDCO. There will also be an opportunity to try on and purchase your child's uniform, enjoy tasters from the school canteen and obtain information about music lessons. In addition to this there will be presentations in the Hall to provide key information to support your child's transition. To assist with numbers please see your allocated time to attend the assembly above.

Please don't hesitate to contact me by e-mail at [sstevens@stives.tpacademytrust.org](mailto:sstevens@stives.tpacademytrust.org) or telephone to discuss any questions that you may have. We look forward to working with your child over the coming weeks and months.

If you would like information about the school, our ethos, policies, uniform or term dates, please have a look at our website [www.stivesschool.net](http://www.stivesschool.net) or our Facebook page - just search for 'St Ives School'.

Finally, I would like to thank you for your support during this time and I look forward to working closely with you all in September.

Yours faithfully

Mr S Stevens

Head of Lower School