



Dear parent/carer,

Transition from Primary to Secondary School. So what happens now.....

It is great to be able to write to you and welcome you formally to Tudor Grange Academy Kingshurst. Things have certainly been different this year and we are looking forward to meeting and getting to know you all better throughout our transition process. We have outlined below some key transition dates for you to add to your diaries. Within this welcome pack there is also a variety of forms that need to be completed and returned in the pre-stamped envelope as soon as possible.

Dates for your diary (These are subject to change due to government advice on the Coronavirus Pandemic)

- **Online Parent Sharing Form (Friday 6th May 2021)** – You will receive via a text and/or email, a link to an online Microsoft form that will provide you with an opportunity to share further specific information with us about your child that will aid transition. We usually collect this in the one-one interviews, however due to COVID stipulations this year we are unable to do this. Once you receive this link, please complete this asap. The information is secure through the Microsoft platform and will only be seen by the key Transition Team and disseminated, if need be, to our specialist services within school (i.e. Welfare, SEND or Pastoral Teams). The link to this sharing form is below;

https://forms.office.com/Pages/ResponsePage.aspx?id=IUVmEPIfGE2U9SfICX2T_e1SjgekdnJPlqzmuBUgq29UMFISTzVNWVzkzU0s4NEZEU05NSFCMzhSTC4u

- **New Year 7 Online Information Evening (Wednesday 16th June 2021).** An online information and welcome event is planned for Wednesday 16th June 2021. This will provide you with an opportunity to meet key staff, find out information about the school and have a welcome from our Principal. A series of videos will be available for you to download on this date to watch with your son/daughter.
- **Tutor and College Allocation (End of June 2021)** – You will receive notification regarding College, form, and tutor allocation at the end of June in advance of the Transition Days.
- **Transition Days.** These will be held onsite at the academy on **Wednesday 7th and Thursday 8th July 2021** (times to be confirmed). This will give all New Year 7 students the opportunity to meet with their College Team and have a 'taster' of life at the academy as well as meeting other students. A letter with specific details will be sent closer to this time. Please note students will be expected to attend both days. There will also be some Summer work for students to complete which is a series of fun tasks designed to help familiarise the students with the school and their specific Colleges.
- **Summer School (Monday 9th – Friday 13th August)** – We will be running a free Summer School in August for vulnerable students who may require additional transition into the school. Letters regarding this will be sent out at the beginning of July once we have collated all the information from Primary schools and your parent sharing forms.
- **Induction day – (Friday 3rd September 2021).** This will be a short day in which students will spend time with their new form group and tutor prior to their first full day at school on Monday. Only students in Year 7 and Year 12 will be in school on these days. Students will be expected in full uniform on this day.
- **First day at school (Monday 6th September 2021)** - Year 7 students will start at 8:30am and have an extended tutor period. All other year groups will start back at 9:30am. This will enable year 7 students to have a calm and structured start to the new term. Students will be expected in full uniform on this day.



Transition Website

In the meantime, if you are keen to find out more about the school please do visit our online Transition page on the academy website. There is lots of information and links for you to explore.

Link - <https://www.kingshurst.tgacademy.org.uk/parents/transition/>

Key People

If you require any further information about transition and starting the academy, please see a list of the key people below. We look forward to meeting and getting to know you in the near future and hope your son/daughter thoroughly enjoys their time with us over the next 7 years!

Key People		
Transition Leader	Mr Lee Parfitt	lparfitt@kingshurst.tgacademy.org.uk
Admission Queries	Miss Natalie Grady	ngrady@kingshurst.tgacademy.org.uk
SENDCo	Mrs Andrea Turnbull	aturnbull@kingshurst.tgacademy.org.uk
Lead First Aider (Medical)	Miss Jessica Hines	jhines@kingshurst.tgacademy.org.uk
School Admin Office	0121 329 8300	office@kingshurst.tgacademy.org.uk

Best wishes,

Lee Parfitt (College Leader for Transition)

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Have you completed and returned the following forms in the self-addressed envelope?

Form	Completed ✓
Pupil Information	
Biometric Permission	
Medical Details	
Photograph and Video Permission	
Sex Education Letter	