



Bishop Ullathorne Catholic School

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Headteacher: Mr C Billings

Thursday 8 June 2023

Dear parent/ carer

Year 7 Transition

We hope that you have all enjoyed a lovely half term break. Please read this letter carefully, as it contains a lot of information and store it safely for future reference.

Transition visit update

I have nearly concluded my meetings with the primary school staff and have only a couple of schools remaining to visit for the children who are transferring as part of a larger cohort. For those transferring on their own or in smaller groups, we will be welcoming them into Bishop Ullathorne Catholic School on Monday 19 June for their Transition session. If your child has been invited to this you will have already received a letter of invitation, so please make sure that you have read this and completed the forms link before the end of this week.

As part of our Transition talk with the students they receive a copy of our Transition Booklet which they bring home and should share this with you. They should keep this safe as it contains a lot of useful information to read prior to starting with us in September. A digital copy is now also available on our website. During the Transition session, the children learn more about what to expect at secondary school and they have the opportunity to ask any questions that they may have.

Transition day

As you are aware, the Year 6 transition day takes place on Wednesday 5 July. On this day your child will spend the day with us and in the evening there will be an information meeting for parents led by Mr Billings and Ms Maxwell, along with a presentation by your child's Form Tutor.

On this day we will start with a whole year group assembly. Following this they will spend the day in their form groups getting to know their Form Tutor and their form members. They will also experience some lessons.

Please read the detailed information below about this day:

Timings: 8.45am to 2.45pm

Location: A Block Hall

Dress: primary school uniform (not PE kit)

Travel: parental responsibility.

Please be aware that your child may not travel on our school buses on this day as a school bus pass is required. However, the 9/ 9A public bus, run by West Midlands Travel, drops students just outside our school by Gate 1. Students may also travel by car or walk to school. **Please ensure you have reminded them about the importance of road safety.**



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Arrival: Your child should enter via Gate 1, leading from Moat Avenue.

Please note for safeguarding reasons, no parents are allowed on our school site, so if you are dropping off your child, please be prepared to leave them at the school gates. There will be some designated students and staff who will be there to welcome them and guide them onto our school site and take them to A Block Hall.

If an older sibling who already attends our school is accompanying them, they must also go to Gate 1 to drop them off and then walk to their usual entrance.

Lunch: A complimentary hot meal will be given to all students on this day. Your child may choose to bring in their own packed lunch if they prefer. If bringing a packed lunch, please do not include nuts/ peanuts or products containing nuts/ peanuts.

Equipment: Students should bring a named school bag containing some pens and pencils, a named refillable water bottle, and outerwear e.g. rain coat, if applicable.

Please make sure that everything that is brought into school that day is clearly named and make sure that your child does not bring anything valuable with them, as all items are your child's responsibility.

Medication: When you completed our student information form, you will have alerted us to any medical needs. Any relevant medication e.g. inhaler should be named and carried in their school bag along with any relevant accompanying paper work e.g. medical plan, unless you have let us know in advance that we should hold the medication for them. If your child has a medical condition with a Medical Plan and we have not contacted you by Monday 26 June, please contact the school administration office in advance of the Transition day to discuss this.

Exit: The day will end at 2.45pm. Unless your child is being collected by an older sibling who attends our school, your child will exit via Gate 1 (Gatehouse) at 2.45pm.

If you are collecting your child, please arrive in good time allowing time to park. Students will be walked to Gate 1 (Gatehouse), so please wait on foot near there. No parents will be allowed on site for safeguarding reasons. Please ensure that you park considerately for our neighbours by not blocking any driveways.

If your child is going home (without an older sibling) by a West Midlands bus, they will be walked to the bus stop. Please ensure that they have the correct bus fare to get home and know where to disembark.

If your child is being collected by an older sibling who attends our school, please make the older sibling aware that they should collect their sibling from A Block Hall at the end of their school day at 3.05pm but please remember that Year 6 are not allowed on our school buses on this day.

Please ensure that you have discussed with your child how they are to get home afterwards to avoid any unnecessary concern or worry for your child.

Evening meeting

As explained previously the Transition meeting for parents will take place in the evening at either 6pm or 6.45pm.

We will write to you at the end of June to inform you which time slot that you have been allocated. **It is important to attend at the correct time to be able to meet your child's Form Tutor.** Your child may also attend this meeting but this is not an expectation.

On arrival you will be asked to sign in. If you have any access requirements, please contact the school administration office in advance. Parking will be available on our school playgrounds for this event.

Could you please provide us with up to date contact and medical information, as well as confirming your child's travel arrangements to and from school on that day by opening the link <https://forms.office.com/e/AksTnyqCkp> and completing and submitting the form by Wednesday 28 June.

Please note, that we only check the information given regarding the named adult who is collecting your child if no one turns up. Therefore, please speak to your child about not going home with anyone else that has not been arranged, even if they know them. Also, if the arrangements that you have made should change during the day owing to an emergency, parents must contact the school office by telephone and we will let your child know and amend the information.

We look forward to meeting you and your child on Wednesday 5 July.

Yours sincerely



Ms Maxwell
Year 7 Key Stage Leader



Mrs Brown
Assistant HeadTeacher



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