

Alcester Academy

Headteacher: Mrs Sarah Mellors
Deputy Headteacher: Mr Nick Cooke



Assistant Headteacher: Miss Karen Buckthorp
Assistant Headteacher: Miss Charlie McKenzie

17th June 2025

Dear Parent / Carer

It is with great pleasure that I am writing to you with final details of Year 6 Induction at Alcester Academy:

Monday 30th June 2025– 6.00pm - New Parents' Evening in the hall. Students also welcome

Wednesday 2nd July 2025 – Induction Day for Year 6 children

Induction Day has been designed to help the new students settle into life at the Academy and meet some key people. Students will be expected to wear their Primary School uniform on the day.

The day will begin at **8:50am** promptly in the main hall. Whilst we very much appreciate how excited the children will be, and what a pivotal day it is in their education, we would ask that you say 'farewell' to them at the Academy gates. Staff and students will be around to guide your child to the Hall.

There will be an initial assembly in the Hall with Mrs Mellors (Headteacher), Miss Buckthorp (Assistant Headteacher) and Miss Bartlett (Head of Year 7 and Transition Co-ordinator), followed by an orientation session to provide critical new information. We hope that the students will also make some new friends at this point.

The remainder of Induction Day will showcase some lessons based in some of the subject areas that the students will experience in September. Students will be put into their new tutor groups for the day. These groups are no indication of future teaching sets. A large part of the day will be spent in the care of the tutor group 'getting to know' each other.

To enhance the day, students will need to bring some basic stationery with them: pen, pencil and ruler. We recommend that the students should also have a water bottle with them on the day.

Students may wish to bring a snack for break time and/or a packed lunch. Food will be available to buy on the day. Students can pay with cash on the day, we kindly ask that students bring any money in the form of coins. The 'Meal Deal' costs £3.00 which will consist of a jacket potato with a choice of topping, a cake or cookie and a drink. Extra drinks are an additional cost, although water is available in areas of the school throughout the day free of charge. Please bear in mind that food is also on sale at break time. This is not until 11.00am and so an adequate breakfast is essential. If your child is in receipt of free school meals, we ask that you let the academy know of this in advance of the day.

If we are unaware of any serious medical needs related to your child, please contact reception before Induction.



Gerard Road, Alcester, Warwickshire B49 6QQ Tel: 01789 762285

Website: www.alcesteracademy.org.uk Email: admin@alcesteracademy.org.uk

Company No. 7700251

The Induction Day will finish at **3.15pm**. Please make specific arrangements to collect your child. The area directly outside school gets very busy at the end of the day. Do not come to main reception to collect children; outside school is the most convenient place to arrange pick up from.

If you would like your child to walk home on their own after induction, please complete the below form to give your consent. Regrettably, we will not be able to release students who do not have consent to walk home on their own.

Permission to Walk Home Form

Note: Year 6 students will not be allowed to travel on school transport on this date. We apologise for any inconvenience caused for this one day and hope that you are able to make alternative arrangements for this date.

Senior staff 'Drop-In' will take place until 4.30pm on this date for Year 6 parents/carers just in case there are areas that you would like to discuss further about transition generally or specific to the day.

During New Parents' Evening (Monday 30th June), Mrs Mellors; Headteacher, will provide you with more information about the Academy. You will also be provided with a Parent/Carer Handbook. There will be an opportunity to speak with key staff, including your child's Tutor. There will also be information about the uniform suppliers.

Please make your way to the Hall for the start of this session. Your New Parent Pack will have details of the allocated Tutor Group on the front for reference. Remember that the students have not been provided with a choice of which friends they would like to be with. However, during Induction, at Summer School and at the beginning of the term there will be a plethora of activities to encourage new friendships in these tutor groups.

Should you be unable to attend this evening, information packs will be posted home to you.

There is still an opportunity for your child to participate in summer school, which is a fantastic opportunity and a proven way to eliminate nerves and support a smooth transition. You should have already received details regarding this day. If you have not yet registered, but would like your child to attend, please complete the registration form [Summer School Registration Form 2025](#).

If you have any queries, please do not hesitate to contact me via telephone or email saschabartlett@alcesteracademy.org.uk

In the meantime, liaison visits and meetings will be taking place at Primary schools to prepare us for our exciting journey ahead.

We are looking forward to meeting you very soon.

Yours sincerely



Miss Sascha Bartlett
Head of Year 7 and
Transition Co-ordinator