

# Alcester Academy



## Transition News 2025

Dear parents and students,

Welcome to the Alcester Academy Transition News. At the moment, we are currently talking to and visiting your year 6 teachers in order to learn all about you.

First, we would like to welcome you all to our successful school. We are really looking forward to seeing you on our Induction Day soon, which will involve you getting to know key information about the school, becoming familiar with members of staff, getting to know your tutor group and participating in a range of activities. We hope you are really looking forward to this day.

In the meantime, I hope that you will read this newsletter and take part in some of the suggested activities. We have included some information about key staff and some of their roles, that will hopefully make you feel more comfortable about your move to secondary school. Throughout the next half term we will endeavour to continue to communicate with you and support you with your move to secondary school.

As the Transition Coordinator, I look forward to meeting you all very soon, but for now if you have any queries or questions regarding transition, please contact me at [saschabartlett@alcesteracademy.org.uk](mailto:saschabartlett@alcesteracademy.org.uk).

Miss Bartlett—Transition Coordinator  
and Head of Year 7



Miss S Bartlett—  
Head of Year 7  
Transition  
Coordinator

### Things to look forward to in September 2025

1. Meeting your new Form Tutor
2. Meeting both old and new friends
3. Enjoying new subjects
4. Meeting your subject teachers
5. Enjoying the chance to take part in a wide variety of extra curricular activities
6. Being part of a successful community

### Our School Values

**Honesty and Integrity**

**Tenacity and Perseverance**

**Kindness and Compassion**

**Curiosity and Creativity**

**Respect and Tolerance**

**Can you think of any examples of  
when you have already shown  
these values?**

## Key Staff at Alcester Academy

### The Leadership Team



**Mrs S Mellors**  
Headteacher



**Mr N Cooke**  
Deputy Headteacher



**Miss K Buckthorp**  
Assistant Headteacher—  
Student Wellbeing &  
Pastoral



**Miss C McKenzie**  
Assistant Headteacher—  
Teaching & Learning



**Mrs C Haynes**  
Business Manager

# Inspire, Challenge & Succeed

## Pastoral Support at Alcester Academy

Our pastoral support at Alcester Academy will mainly come through your tutor who you will see every morning as part of your tutor group, where you will be with a group of year 7 students. They will get to know you well and you will get to know them. Tutor groups usually have about 25 students in and you will remain in that group for years 7 to 10.

The LSU is an area where any problem can be solved—it may be something lost, or you may have forgotten something, you may not be feeling well, you may have fallen out with your friends or had an argument, you may be worried about something at home or school.

The LSU is here to help and solve any issues you might have. Our main job is to make sure that you feel happy and well supported at school. We are there when things are going well, and if things go a bit wrong, we can help you get back on track. LSU is open before school, during school, including breaks and lunchtimes, and after school.

Our LSU is staffed all the time. The staff based in the LSU are: Miss Buckthorp (Assistant Headteacher—Student Wellbeing & Pastoral) and her team Mrs Clarke, Mrs Bennett and Miss Bartlett. Along with Mrs Hatcher, who is our attendance officer.

All the staff based in LSU are also part of the designated safeguarding team at the Academy. Miss Buckthorp is the Designated Safeguarding Lead for the school. We are really looking forward to meeting you all soon and are excited about you becoming part of our fabulous school.

**Miss K Buckthorp—Assistant Headteacher—Student Wellbeing & Pastoral**



**Miss K Buckthorp**  
Assistant Head  
Safeguarding Lead



**Mrs J Clarke**  
LSU



**Mrs J Bennett**  
LSU



**Miss S Bartlett**  
Head of Year 7  
Transition  
Coordinator



**Mrs L Hatcher**  
Attendance  
Officer



**Mrs M Parker**  
Catering  
Manager



**Miss R Bliss**  
Administrator  
Receptionist



## SEND Support at Alcester Academy

We understand that starting a new school can be very daunting for both students and their parents, but more so if you have special education needs or disabilities. So, to help provide a smooth transition from primary to secondary school, the SEND Department at Alcester Academy provide a range of resources and additional transition opportunities.

Our dedicated SEND team includes SENCo Mrs Bush, Teaching Assistants (TAs) Mrs Anderson, Mrs Finlinson, Miss Butler, Miss Ballinger, Miss Coombes, Mrs Goldsby, Miss Howard, Mrs Lewis, Mrs Ross and SEND admin assistant Mrs Lacey.

TAs support lessons in all year groups and all subject areas, whilst also carrying out one to one mentoring for specific students, as well as individual and group interventions. Within the maths, English and DT departments there are



**Mrs A Bush**  
SENCO

also subject specific Teaching Assistants. Additional key people who work with us include specialists from SEND Supported; particularly Lucy Clarke, Autism specialist teacher and Claire Cole, Lead Consultant – Cognition and Learning/ Dyslexia.

The SEND department run a number of clubs outside of lesson time including friendship group for fun lunchtime activities, homework clubs at lunch time and twice a week after school and handwriting club.

To help with transition we can provide children with visual timetables, maps, checklists and we have a video tour of the school on the website. We hope to get to know and understand your children and their needs better through meetings with primary school SENCo's and parents prior to the end of the summer term.

**Mrs A Bush—SENCO**



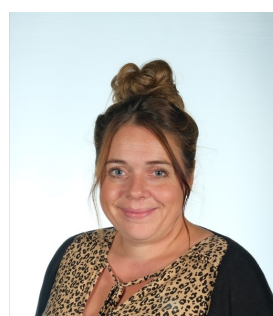
**Mrs S Anderson**  
TA



**Mrs C Finlinson**  
TA



**Miss A Butler**  
TA



**Miss A Ballinger**  
TA



**Miss C Coombes**  
TA



**Mrs C Goldsby**  
TA



**Miss S Howard**  
TA



**Mrs G Lewis**  
TA



**Mrs W Ross**  
TA

## What you can look forward to at Alcester Academy?



You will get to experience a wide range of different subjects, such as music and performing arts



You will get the opportunity to go on the Houses of Parliament and Paddington Experience trip



You can participate in events in the LRC



You will be able to participate in a variety of different lunchtime and afterschool clubs



You will have the opportunity to take part in a number of reward trips, such as ice skating at Warwick Castle



You will have the opportunity to go on a variety of school trips throughout the year, such as Blackwell Adventure!



You will have the opportunity to take part in charity days, such as raising awareness about mental health by participating in *Wear It Green Day*



You can participate in a range of House competitions



You will get the opportunity to go on a residential trip to Skern Lodge



You will take part in Educake—an online platform to support science lessons and learning



You can apply to become a Pupil Teaching and Learning Ambassador



You will get to go on a year 7 Faith walk around Alcester



## What you can look forward to at Alcester Academy?



You will be able to participate in and compete in variety of sports teams



You will take part in science lessons with practical investigations



You could get the chance to take part in the annual UKMT Maths Challenge



You will get the chance to go to West Midlands Safari Park



Year 7 students have the opportunity to go on the bi-annual ski trip



You will get to experience a wide range of different subjects, such as art and design technology



You will get to either watch or participate in the school production



You will be able to collect Epraise points in all of your lessons



You will get to either watch or participate in Alcester Rock Academy, and have a music lesson



You can learn a language



You could apply to become a Sports Leader



You can use a specialist classroom

**We appreciate that starting secondary school can be a daunting experience, so we have asked some of our year 7s to provide some advice and reassurance.**

Be supportive to others even if you're not feeling confident in yourself.

**Dan**

*just  
be  
yourself*



The best person you can be is yourself.  
And use the map in the back of your planner.

**Jess**

Scared of corridors?  
Don't be afraid to ask for help.

**Rosie**



Teachers are there to help you, not just teach you.

**Leo**



Be kind and respectful to everyone.

**Lacie**



Don't worry about sets, be the best you can be.

**Callum & Oscar**



Take every opportunity to talk to new people!

**Rosie**



## Students—Don't panic!

These are some worries you may have:

*I haven't done my homework or left it at home*

*Tell your teacher in the lesson if you have got the subject that day or find your teacher at break or lunchtime. There is also chances to complete it at break and lunch in the LRC or homework club.*

*I don't understand the homework or classwork*

*Go and speak to your teacher as soon as possible. Don't be embarrassed to do this as you are probably not the only one! You could also check with someone in your teaching group or check the instruction on Google Classroom.*

*I'm lost in the Academy*

*Remember you have a map in this booklet. There will be lots of staff and students to help you during your first few weeks. You can also go to LSU and they will help you.*

*I'm late for school*

*Come into school as soon as possible and staff will guide you. If you are late, after 8.50am, please sign in with the Attendance Officer who will be standing by the door.*

*I've got a doctors or dentist appointment in school time*

*Ask your parents to write a letter to your tutor. When you leave the academy to go to your appointment you must sign out with the Attendance Officer and sign back in again when you come back.*

*I need to speak to a teacher*

*Go to their teaching room or speak to your tutor first thing in the morning about how to find them.*



*I need to phone home*

*Go to LSU and ask them if you can phone home.*

*(e.g. to say that a football/netball practice has been cancelled.)*

*I've left my Student Planner at home*

*Write your homework down on a piece of paper, when you get home write it in your Student Planner as soon as possible.*

*I've been absent and missed work*

*Ask your teacher what you have missed. Remember a friend in your teaching group may be able to help you catch up too and there may be work on Google Classroom for you to work through.*

*I feel ill in a lesson*

*Tell your teacher and they may send you to the LSU.*

*I feel ill or hurt myself at break/lunchtime*

*Go to LSU where you will be seen by a first aider, if necessary.*

*I've missed my bus home*

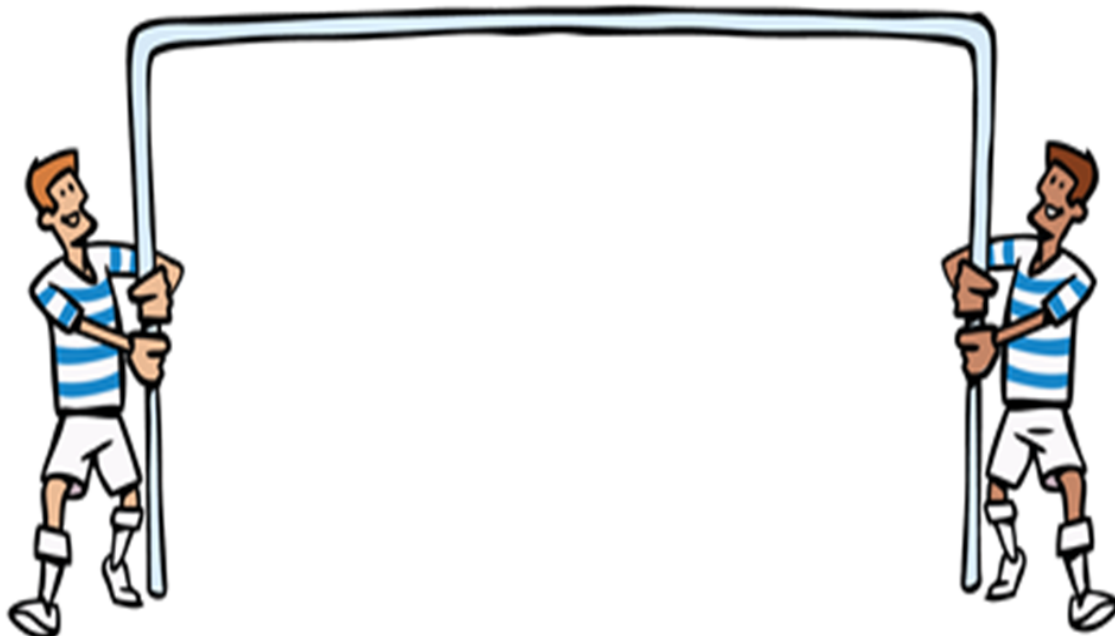
*Go to LSU and they will phone your parents. Wait there for your parents to collect you - DO NOT wait outside.*

When you start any new journey in life it is always a good idea to set goals for yourself.

In preparation for your new journey of starting at Alcester Academy,  
below is an activity for you to complete and bring in on your first day .

## My Goals for Secondary School

When you go to Secondary School, you will learn a huge number of new skills, and improve skills you have practiced in Primary School. In the goal below, use the list to write in 10 new skills or things you'd like to build on in your years at Secondary School. You could also create your own goals if they are not listed.



Be in a school play or production	Learn another language	Represent your school in a sports team
Learn to play a musical instrument	Volunteer in the local community	Help out in the Library
Help another student	Become more organised	Go on a rewards trip
Do something outside of your comfort zone.	Receive reward points	Become a word millionaire
Cook a new meal from scratch	Become more confident	Help a member of staff
Create a piece of art	Raise money for charity	Compete in a house competition
Learn how to read a map	Join an after school club	Make new friends
	Work as part of a team	Learn how to do a science experiment

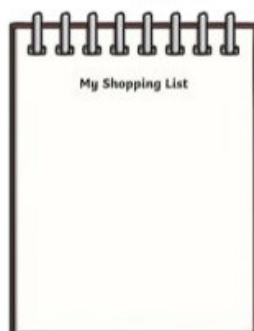
## Transition Activities

Below are three more activities to help make the transition to secondary school as smooth as possible!

**1) Write a letter** to Alcester Academy telling us what you are looking forward to, what you are nervous about, what you enjoy doing and something you dislike.



**2) What should I take to school?** Lots of new and different equipment is needed for secondary school. Create a shopping list which includes all of the equipment you think you will need; consider specific lessons such as P.E and Food Technology. Use Alcester Academy's website for support.



**3) What's are your biggest achievement so far?** Create a wheel of achievement that displays your proudest moments both at Primary school and outside. You could label each sections with heading such as 'Maths', 'P.E', 'Sports' 'Music' etc. In each segment draw a picture or write sentence to show what you are proud of and why.





## Alcester Academy Summer School 2025

Dear Parent/Carer

### Alcester Academy Summer School 2025

**Monday 21st July – Friday 25th July**

Following on from the success of our previous summer schools we are planning to deliver 'Alcester Academy Summer School 2025'. The planned week for summer school is Monday 21st July to Friday 25th July with each daily session running from 9:00am until 15:00pm. Students will be expected to bring a packed lunch.

I cannot emphasise the difference it makes to our new year 7's in alleviating those anxieties before they start in September, both in getting to know their new school and their new peers.

Our provisional plan includes:

- Team building games
- Sports and outdoor activities
- Science and literacy activities
- And a few surprise activities which are great fun

When parents were asked if their children benefited from the summer school experience - 100% of parents said yes. Here are some other comments...

- *Summer School was a great activity for getting to know others and easing anxieties, they had such a great week.*
- *My child absolutely loved summer school*
- *Definitely benefitted from Summer School, it made a big difference in easing those worries.*
- *Loved all the activities & getting to know the school and their new peers.*
- *Summer School was a great opportunity to start developing friendships as well as having a lot of fun.*
- *100% benefitted from the Summer School*
- *Summer School is a great idea!*

If you would like your child to attend, please can you complete the registration form as soon as possible.

### [Summer School Registration Form 2025](#)

There will be a charge of £150 for the week.

Non-refundable deposit	£ 50.00
Saturday 31st May 2025	£ 50.00
Monday 30th June 2025	£ 50.00

If you are in receipt of free school meals and need help to pay for summer school, please state in writing and email [karensavery@alcesteracademy.org.uk](mailto:karensavery@alcesteracademy.org.uk).

Kind regards Karen Buckthorp—Summer School Lead and Assistant Headteacher



## Hut

