

# Alcester Academy

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Headteacher: Mr Paul Hyde BSc MSc NPQH



Deputy Headteacher: Mrs Sarah Mellors BEd (Hons)

May 2019

Dear Parent/Carer

It is with great delight that I am writing to you regarding the transition of «Forename» to Alcester Academy for September 2019.

By now, you should have already received a letter from the Headteacher Mr Hyde welcoming you to the Academy. We hope that this begins a five year partnership together as your child embarks upon the next stage of their education.

During this term, the Senior Leadership Team will be spending time visiting the children and teachers at their primary schools. At Alcester Academy we consider this to be a pivotal part of the transition process. We are very keen to see the children in the surroundings that they have grown used to over their primary stages.

During the visits to their school, staff will exchange critical information about the care, guidance and support offered currently to all of the children. This will include information about the academic and social development of the children along with details of talents, hobbies or additional educational needs. As the Special Educational Needs Co-Ordinator (SENCO) I, together with the Deputy SENCO Mrs A Bush, will be involved in additional transition work for those students who require this.

We are delighted to be able to offer Year 6 parents and children an additional opportunity to visit the Academy on Monday 20<sup>th</sup> May at 5pm. This is a more informal opportunity to meet the Leadership Team and for the children to look round the building. If you are unable to attend this extra event, please don't worry as the necessary transition information will be covered in full at the New Parents' Evening on Wednesday 26<sup>th</sup> June at 6pm.

We will keep you updated over this critical term through regular correspondence. Please also keep an eye on the website for updates about Transition 2019. If you require any additional information in the interim, we have key email addresses at the end of this letter as guidance for your enquiries or questions.

Should you wish to meet Mr Hyde or any other member of the leadership team, can I highlight that we run parental drop-in sessions from 3-30pm to 4-30pm each Wednesday. This represents a fantastic opportunity for you to visit the Academy and speak with us in person. Please highlight that you are a new parent if you attend one of these sessions.

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Save the date:

- Pre-Induction Morning (by invitation only) on **Thursday 13<sup>th</sup> June 9.30am-11am**. This is reserved for students who are coming from schools either on their own or in extremely small groups. A letter will be sent to the schools and parents of **invited** children in due course.
- New Parents' Evening 1 is on **Monday 20<sup>th</sup> May** at 5pm. Students are also welcome.
- New Parents' Evening 2 is on **Wednesday 26<sup>th</sup> June** at 6.30pm. Students are also welcome.
- Transition Day is **Thursday 27<sup>th</sup> June** for all Alcester Academy new students. Further specific details will be sent nearer the time.
- Please note that Year 6 students are unable to travel on the school buses to Alcester Academy on Thursday 27<sup>th</sup> June.

Many thanks in advance for your support.

Yours sincerely

Mrs S. Mellors  
Deputy Headteacher

## Useful email addresses:

<a href="mailto:sarahmellors@alcesteracademy.org.uk">sarahmellors@alcesteracademy.org.uk</a>	Mrs Sarah Mellors, SENCO and Deputy Headteacher
<a href="mailto:anitabush@alcesteracademy.org.uk">anitabush@alcesteracademy.org.uk</a>	Mrs Anita Bush, Deputy SENCO
<a href="mailto:karenbuckthorp@alcesteracademy.org.uk">karenbuckthorp@alcesteracademy.org.uk</a>	Miss Karen Buckthorp, Assistant Headteacher (oversight of pastoral care)
<a href="mailto:admin@alcesteracademy.org.uk">admin@alcesteracademy.org.uk</a>	for general enquiries

visit our website at [www.alcesteracademy.org.uk](http://www.alcesteracademy.org.uk) for general information

**Please return ASAP in the addressed envelope.**

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Headteacher: Mr Paul Hyde BSc MSc NPQH



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Name of Child: \_\_\_\_\_  
(Please print)

- \* I can confirm that my child will be attending the additional Academy visit on Monday 20<sup>th</sup> May 2019 at 5pm.
- \* My child will be unable to attend the additional Academy visit on Monday 20<sup>th</sup> May 2019 at 5pm.

(\* delete as required)

Signed \_\_\_\_\_ ( Parent /Carer )