

16 May 2019

Dear Parent/Carer,

Year Six/Seven Transition September 2018

I am delighted that your child has been allocated a place at Lynch Hill Enterprise Academy for September 2018 and I am pleased to provide you with some important information which we hope will help to make the process of moving into secondary education as smooth a transition as possible.

Transition Day takes place on **Tuesday 3rd July**. All students will be expected to arrive at Lynch Hill Enterprise Academy ready for an **8.45am start**.

Your child will need to be in his/her current school uniform and bring the following;

Completed admission information (enclosed) i.e.

- Home school agreement
- Code of conduct on school visits
- Locker rental agreement
- Acceptable Internet Use
- Biometric permission letter
- Consent letter GDPR
- Show my Homework letter

Students who receive free school meals will be provided with a hot lunch or sandwich lunch. All other students will have the choice to buy food in the canteen or bring a packed lunch from home.

Transition Day will finish at approximately **2.45pm**. Uniform will be available to buy from School Days uniform shop:- 652 Bath Road, Taplow, Maidenhead SL6 0NZ.

Mr Reeves, Head of Year, and myself will be available on Transition Day between 3pm and 4pm to meet informally if you wish to discuss the transition of your son/daughter to Lynch Hill Enterprise Academy.

Prior to transition day we are holding a number of subject events that will help your child with the transition process:

Wednesday 20th June – Science 3.30 – 4.30pm; take part in some exciting activities that bring Science to life. (30 places available)

Thursday 21st June – Sports 3.30 – 5.00pm; come and play Dodgeball, Handball and try some Athletics events.

Tuesday 26th June – Technology 3.30 – 5.00pm; use our fantastic equipment to make a dog out of wood. (25 places available).



Gillian Coffey OBE
Executive Headteacher and CEO

We are holding a **transition evening on Wednesday 27th June, 6.00-7.30pm**, so that you and your child can meet key members of staff and find out more information about life at Lynch Hill Enterprise Academy.

Your child also has the opportunity to spend a day with us during the summer holidays so that they can get to know the school and its facilities better and make some new friends before they start in September. **The date for this is Friday 20th July 9.00am – 2.30pm**. If your child would like to attend one of the subject events in June or the taster day on July 20th, **please return the slip below by Friday 15th June 2018** to confirm a place.

Alternatively, please do not hesitate to contact me at the Academy to arrange a convenient appointment. This is an important time for your child and we look forward to working in partnership with you in the future.

Yours sincerely,

Mrs G Coffey OBE
Headteacher

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PLEASE RETURN FORM TO MRS B KHAIRA, via RECEPTION by Friday 15th June 2018

Pupil Name.....Primary School

Please tick as appropriate:

- My child will bring a packed lunch from home
- My child would like a hot meal costing £2.20 and will pay on the induction day (please also send £1.00 should your child like to purchase a snack during morning break time)
- My child is entitled to a Free School Meal

SUBJECT EVENTS	Please tick box to book a place
Wednesday 20th June – Science 3.30 – 4.30pm (30 places only)	
Thursday 21st June – Sports 3.30 – 5.00pm	
Tuesday 26th June – Technology 3.30 – 5.00pm (25 places only)	
Transition evening on Wednesday 27th June, 6.00-7.30pm	I/we will be attending with my child(ren) []* tick box
Summer holiday activities day: Friday 20th July 9 .00am– 2.30pm	

Parent / Carer signature..... Date.....

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