

May 2019

For those from schools with 4 or less children transferring

Dear Parents and Carers,

We are delighted that you have chosen our school and that the admissions process is now at an end. We are looking forward to welcoming you to the school and working with you over the next five years. We realise that this can be an anxious time for both parents and students and want to reassure you that we will do all we can to ease the transfer process and will make it our business to give you as much information as possible but please do not hesitate to get in touch if you have any questions or concerns. Outlined below are some important dates and we will be contacting you again with further information.

As a small number of pupils are transferring from your child's primary school we would like to invite your son/daughter into school on **Friday, 7th June from 9 – 12** when Mr Longhurst, Assistant Headteacher and Mr Wright, House Leader, will explain the transfer process and answer any queries your child may have. They will also be able to meet pupils from other schools who are in a similar position to themselves; have a guided tour with Year 7 pupils and be able to speak to pupils who were in a similar position last year.

If you would like your son/daughter to attend on the 7th June would you please email admin@cssschool.co.uk or telephone the school to confirm. Your son/daughter will be met in Reception and can be collected from there at 12 noon. He/she should wear their Primary school uniform.

The transfer process then continues with two important events in mid June.

- **On Tuesday, 18th June** all Year 6 pupils will be involved in our New Intake Day.
- **Tuesday, 18th June at 17.00hrs** – a New Intake presentation will take place where parents will be given information regarding the school and transition and have the opportunity to ask questions.

Could we please ask that you apply for your child's transport as soon as possible by telephoning Transport section at Shirehall on 03456 789006 or by applying online via

<http://www.shropshire.gov.uk/school-transport/available-support/secondary/>

This will then ensure that your son/daughter can travel on their appropriate school bus on Intake day.

Enclosed with this letter is a Personal Information Form and card for you to complete and return to Mrs Floyd, at the school office, as soon as possible, but by Tuesday, 18th June at the latest. It is important for us to have all personal information on your child, especially emergency contacts, medical details, medical consent and **an email address to send correspondence home.**

Please note we will be offering the opportunity for your son/daughter to attend Year 7 Bushcraft Camp on 12th – 13th September. We have found this to be a great way of students getting to know each other quickly and settling in to their new school. Please see the enclosed letter

All information regarding your son/daughter's transfer is on our school website

www.churchstretton.shropshire.sch.uk/

Please take some time to look at our website and the Admissions and Transition areas in particular.

Yours sincerely,

Mr John Parr
Headteacher