



Abbeyfield School
Stanley Lane, Chippenham, SN15 3XB

29th March 2023

Dear Students and Parents / Carers

Firstly, we hope you and your family are keeping well and that you are enjoying your final few terms of year 6.

It is with pleasure that we write to say how pleased we are to confirm that you have a place at Abbeyfield School from September 2023, where you will become an integral member of our community. We are delighted that you have chosen our school as the place to attend for the next part of your school life. You have selected a school that has only the highest expectations for each of its students whilst also placing significant importance on the range of experiences and memories that you will gain through your time with us. You will be given every opportunity here to learn, make progress and develop beyond what you expect academically.

We know that moving from primary to secondary school is a big step, practically and emotionally, and will therefore support you and your family during this transition period. Following on from this letter you will be receiving further information from us over the coming weeks.

We believe in communication and the importance of the parent, school and child triangle. We recognise that having your support and understanding really helps; therefore, we ask that we all work together and maintain a positive mind-set.

Below we have outlined how we intend to operate over the next couple of months. If you feel unsure of anything or need extra support, please email Ms Jones sej@abbeyfield.wilts.sch.uk and she will reply to you.

Luckily, we have a wealth of experience within transition, and we intend to follow the transition timeline outlined below. Please put these dates into your diaries and we will inform you of further details in later communications.

PARENTS

Date	Notes
Term 5	Year 6 teachers are completing the usual transfer form on each child transferring to Abbeyfield. This includes the most recent teacher assessments in Maths, Reading and SPaG along with a profile of learning behaviours.
May / June	Ms Jones will be making contact with all the Year 6 teachers. They will discuss the transfer form mentioned below and also SEN, vulnerabilities etc, which we will need to be aware of. A Year 6 student information booklet will also be issued to you at the Turnaround Evening on the 11 th of July 2023. We will visit you at your primary school and you will have the chance to ask questions.
Early July	We will inform you of your Tutor Group and your House. Remember the information your child provides us on the linked document will help.
Ongoing for Year 6 <u>parents</u>	Parents/carers are encouraged to contact Ms Jones about any concerns they may have to help with the transition process. We will continue to communicate with you any further information as and when required, but please also check the Abbeyfield School website regularly for updates and follow us on Twitter @AbbeyfieldEDU & Facebook & Instagram

Headteacher: Mr Nicholas Norgrove BSc (Hons)

Telephone: 01249 464500

Email: contact@abbeyfield.wilts.sch.uk

Website: www.abbeyfield.wilts.sch.uk



@AbbeyfieldEDU



@abbeyfieldschool



abbeyfield_school

STUDENTS	
Ongoing for Year 6 students	Students can also email Ms Jones any questions or concerns they may have. Students – please click on this Link and complete the information as this will help us when we are arranging tutor groups. If you have any difficulties let us know and we can get a form out to you. This is really important, as we want to support you moving from primary to secondary school.
Tuesday 11 th July	Parents Transition Evening – this is a chance to talk to staff and meet with your child's tutor
Wednesday 12 th July	Turnaround Day – this is a chance for students to become more familiar with Abbeyfield and a secondary school day
Monday 14 th – Friday 18 th August	Summer School for the class of 2023 joining Abbeyfield, this is a fantastic chance to engage in secondary school life with other students; this is also a chance to get to know the school campus. Further details to follow
Monday 4 th September	Year 7 students first day of school
14 th or 15 th September	Team Building. To allow students the opportunity to work with peers in their tutor group we are planning an event on either the 14 th or 15 th September. This will be off site and a great team building opportunity.

Uniform:

We will advise you in later communication on dates for uniform fitting and purchasing from Scholars

Transport:

For those parents who need additional information on school transport please contact:

transport@abbeyfield.wilts.sch.uk

We would like to take this opportunity to also introduce our Head Students, who were in your position 6 years ago.

On behalf of the students here at Abbeyfield, we wish you a warm welcome to our school. We were overjoyed to be appointed Head Students just this week and are excited for what the next year holds. Starting Secondary School may seem overwhelming, but we assure you that there is nothing to worry about, because Abbeyfield offers a kind and supportive community where you will grow as a person and be encouraged to be the best version of yourself. During our time at Abbeyfield, we have been encouraged to develop our leadership skills by becoming prefects and joining the Student Council in lower school, and this gave us good experiences for our roles as House Leaders and now head Students. We hope that you will see us as approachable figures within the school and we look forward to seeing you in September if not before!

Beth Cooper, Lilly Howell and Ben Van Alstede

We hope you have found this letter useful. We cannot stress enough the importance of communicating with us. If you are feeling unsure or anxious in any way regarding the Year 6-7 transition process, we shall do our very best to support each family as best we can.

Yours faithfully

Nick Norgrove

Nick Norgrove
Headteacher



Sarah Jones

Sarah Jones
Head of Year 7 & Transition,
Teacher of DT
SEJ@abbeyfield.wilts.sch.uk

