

Dear Parents and Carers of **Student name**

We are delighted to hear that **student's first name** has been allocated a place at The Roundhill Academy and we look forward to welcoming you and **student's first name** to our school.

We take our responsibility for Year 6 very seriously and we will support students and their families throughout the transition period from primary school to secondary school. Over the next few months, you will receive all the relevant information that you will need to prepare for secondary school, such as uniform, uniform suppliers, times of the school day, routines, cashless payments, curriculum details, pastoral care and Special Education Needs provision.

To ensure that you are fully aware of the Transition Process we are holding a Transition Information Evening on Wednesday 20th March 5.30pm - 6.30pm. If you would like attend please book your place by using the link below:

<https://www.ticketsource.co.uk/bradgate/the-roundhill-academy-transition-information-evening/e-ygzqlx>

We plan to invite Year 6 pupils into school at the beginning of July for two welcome days on Wednesday 3rd July and Thursday 4th July 2024. We will also hold an evening for new Year 7 parents and carers on Wednesday 3rd July.

In the meantime, we will be working closely with primary schools to ensure continuity of the curriculum and pastoral care. We will listen carefully to the advice and guidance Year 6 teachers provide on how best to support the individual child.

We have included the transition programme from March to August 2024 overleaf and will endeavour to make the transition experience smooth and as worry free as possible.

The Bradgate Secondary Schools; The Roundhill Academy and Wreake Valley Academy have a joint transition programme to ensure that Year 6 pupils in the local area have a shared experience.

We will remain in close contact with families during the spring and summer terms, and we will keep you informed of plans for the beginning of the Autumn term 2024. Please do not hesitate to contact us at transition@roundhill.bepschools.org if you have any queries, would like to speak to a member of staff or need to update any contact details.

We look forward to meeting you and working with you to ensure your child is happy and successful during their time at The Roundhill Academy.

Yours sincerely

Natalie Teece
Headteacher

The Roundhill Academy

Transition Programme for students joining us August 2024

Beginning of March	Parents are notified by their local council of their child's allocated school. The Special Educational Needs & Disability Coordinator (SENDCo) will begin the process of supporting children with additional needs.
March	<p>Keeping in contact with families:</p> <ul style="list-style-type: none"> • Student data collection form will be sent electronically to parents/carers by 15th March. This is an important document please check your emails and let us know if you have not received this by 18th March. It is essential that you complete and submit the form by 31st March. Paper copy available on request. • An email address is set up for new Year 7 Parents/Carers transition@roundhill.bepschools.org This will be used so that parents/carers can contact us directly if there are any questions. Please use this email address to inform us about any changes to your contact details. • A Year 7 Starters 2024 Facebook group will also be created for families to keep in touch. You can use this page to ask questions and see questions and responses that other parents have raised. This is useful for general queries. Please contact the school directly for queries specific to your child. We will send out the link for you to join this group after Easter. • The Roundhill Academy website has a page specifically for Transition. All letters that are sent home and any other information on starting at secondary school will be posted here.
April	<p>Uniform Information:</p> <p>Our Uniform policy and information on where uniform can be purchased will be made available at the Transition Information Evening and also emailed to you during April. We will also provide you with details of Uniform Drop in events where you can come and try uniform on for size before you order this online.</p>
May/June	<p>Primary school visits:</p> <ul style="list-style-type: none"> • Transition staff from The Roundhill Academy will visit Year 6 at their primary school, providing an opportunity for students to ask any questions they may have. They will give each student a 'Year 7 Information booklet' to bring home with them. The booklet includes details about uniform, cashless payments, times of the school day, term dates, behaviour and expectations, Head of Year and key staff. • Transition staff from The Roundhill Academy will meet with Year 6 teachers to discuss individual students and begin the handing over process. • SEND staff will spend time working in the primary schools to provide support and get to know the students. <p>Please note if you require our SEND staff to attend your child's SEND review please contact your child's Primary SENDCo and ask them to invite our SENDCo.</p>
June	<p>Uniform Drop in Sessions:</p> <p>Come along and try your child's uniform for size before ordering the items online. Thursday 13th June 3.30pm – 6pm and Monday 17th June 3.30pm – 6pm</p>

June - dates will be confirmed separately	<p>SEND orientation days: An opportunity for students with Special Educational Needs and Disabilities to visit the school and meet key members of staff. Details will be sent directly to you.</p>
Wednesday 26 th June	<p>Additional Transition Day for Lone students: For some students they are moving to The Roundhill Academy and they don't know anyone else either because they are either the only child or one of a very small number coming from their primary school or because they currently live out of the area. To support these children, we will be running an additional transition day to provide opportunities for them to meet other students in the same position and support them to make new friendship groups. We will contact you individually with the details of the arrangements for this.</p>
Friday 28 th June	<p>SEND Parents' meetings: An opportunity for parents to meet the SEND team and discuss any concerns. Times will be confirmed nearer to date. Parents are welcome to have a 1:1 meeting, please contact us directly to arrange this.</p>
End of June	<p>Tutor groups: Year 6 will be informed which Year 7 tutor group they will be joining, and who their tutor will be.</p>
Wednesday 3 rd July and Thursday 4 th July	<p>Welcome Days: All new Year 7 students will spend two full days at The Roundhill Academy. Students will meet with their tutor, Head of Year and other subject teachers and spend time with students in their tutor group and other tutor groups. More details will be given nearer the time.</p>
Wednesday 3 rd July 6.00pm - 7:00pm	<p>New Year 7 Parents' Evening: Parents/Carers are invited to meet with key members of staff including; the Headteacher, Deputy Head of School, SENDCo, Head of Year and Tutors.</p>
Beginning of the Autumn Term - Thursday 29 th August 2024	<p>All students will start the new academic year on Thursday 29th August 2024: Year 7 will spend the first part of the morning with their tutor. After break time, students will follow their new timetable and start their subject lessons. Details will be sent home nearer the time.</p>