

May 2017

### **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 and realise that this can be an anxious time for both parents and students. We 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, 9<sup>th</sup> June from 9 – 12** when Ms Moore, Assistant Head of School and Mr Longhurst and Mr Wright, House Leaders, 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 9<sup>th</sup> June would you please email [admin@csschool.co.uk](mailto:admin@csschool.co.uk) or telephone the school to confirm by Friday, 26<sup>th</sup> May 2017. Your son/daughter will be met in Reception and can be collected from there at 12 noon. He/she should wear their normal school uniform.

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

- **On Tuesday, 20<sup>th</sup> June** all Year 6 pupils will be involved in our New Intake Day.
- **Tuesday, 20<sup>th</sup> and Thursday, 22<sup>nd</sup> June** – New Intake Admission interviews will be held for parents and pupils. These will be 15 minute interviews with the Senior Leadership Team and House Leaders, starting at 4pm until 5.30p.m. You will be allocated an interview time nearer the date.

We will send further details, including transport arrangements for New Intake Day, closer to the time.

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, 20<sup>th</sup> June or Thursday, 22<sup>nd</sup> 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 7<sup>th</sup> – 8<sup>th</sup> 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.

All our Transition Information will be available on our school website [www.churchstretton.shropshire.sch.uk](http://www.churchstretton.shropshire.sch.uk) Please take some time to look at our website and the Primary Admission area, in particular.

Yours sincerely,

Mr John Parr  
Head of School