2022/2023

Dear Parent/Carer

Plans are well underway for making sure that your child has the best possible start to secondary education at Wollaston School.

We are presently visiting our feeder primary schools in order to meet the students and gather the important information we need in order to make the transition as smooth as possible.

I wanted to take this opportunity to give you advanced warning of some forthcoming events, and provide you with some important documents which need completing and returning to us as soon as possible.

Enclosed is a letter from Mrs Berry, Head of Modern Foreign Languages (French), requesting a language preference for your child. We look forward to a prompt reply and will use this information when putting our tutor groups together.

Also enclosed with this letter you will find an admission form and consent forms. Please complete these and return to Miss S Francis (Administration Office) at Wollaston School. **Please remember to weigh your envelope before posting to ensure you have adequate postage**. We would appreciate an early return but require the admission form and consent forms no later than **Friday** **17 June 2022.**

In addition to the above enclosures may we draw your attention to the letter from the Finance office which outlines the procedure for registering with ParentPay.

School uniform needs to be pre-ordered and paid for online using a credit or debit card. Please visit [www.wollastonschool.com](http://www.wollastonschool.com) and click on the ‘ordering uniform’ link. At the time of ordering uniform, you will not know the house that your child will be representing. Therefore, please select ‘new starter house unknown’

when placing your order in the tie section. Our Uniform Guide and price list are enclosed for your ease of use.

Uniform can be collected from the school reception 3 days after completing your order online. **To guarantee receiving your order in time for the new academic year please ensure your order is placed no later than Friday 8 July for collection by Friday 15 July.** Ties may need to be collected from the school reception at a later date depending on when you placed your uniform order. You will receive an email should this apply to you.

We will be holding two induction days on **Monday 4 July and Tuesday 5 July**. Towards the end of the week prior to the Induction Days, you will receive a letter informing you which tutor group your child will be in and the name of the form tutor. You will also receive timetables for the two induction days and they should wear their primary school uniform as usual Please note that we DO NOT require your child to wear Wollaston school uniform on the induction days. The letter will also contain information about lunch arrangements and any extra-curricular activities which will be taking place.

On **Tuesday 5 July**, we will be holding a **‘Welcome to Wollaston’** evening to which you and your child will be invited. This evening is designed to give you an opportunity to meet myself, and the pastoral staff who will work closely with Year 7.

All students including Year 7 students will start school **on Friday 2 September 2022.**  Please ensure your child wears school uniform on this day.

Please also find enclosed, two transition booklets: “A Parent’s Guide to Transition” and “A Pupil’s Guide to Wollaston”. The first document is for your reference and includes a range of useful information that can act as a reference point throughout your child’s time at Wollaston School. The second booklet is more of a workbook for your child. It takes them through the various points of the transition process and is something you can work through together to aid their move**.** I hope you find them both useful.

Information regarding transition can be found on our website under the ‘Parents’ tab then by clicking on ‘Year 7 transition 2022’.

I will be keeping you informed of events as they happen and I look forward to meeting you soon.

Yours faithfully



**Mr Simon Anderson**

**Head of School**

*Enclosures*