

May 2025

Ref: Transition Letter 1

Year 7 Programme of Transition 2025

Dear Parent / Guardian and Year 6 student.

We are delighted that you have accepted Plympton Academy as your secondary school choice and extend a very warm welcome to the PA family. The relationships we build with our students and families is of great importance to us, as we navigate the journey to adulthood over the next 5 - 7 years. At Plympton Academy we work in close collaboration with our Primary Schools to offer a comprehensive transition programme to help you all make a smooth transfer from primary to secondary education. This letter contains key information to help you plan for the transition and induction programme.

Please find enclosed in this pack:

- **Year 7 Programme of Transition 2025 Summary**
- **How to Prepare for Secondary School** - Advice on how to prepare your son/daughter for the transition to secondary school.
- **Student Information Booklet** – Please read this with your child. It has been written in partnership with our Year 7 students and aims to answer questions your child may have about starting at Plympton Academy and what to expect.

You will receive a **second information pack** in **May** which will include:

- Instructions for Applica data collection - you will be asked to complete and return this important data collection electronically.
- ParentPay information
- The Big Step Summer School Information and booking details.

A **third communication will arrive in June** with comprehensive details of the induction day in July and our uniform purchasing guide.

The basic contact information we hold for you is from your secondary school application to the Council in October 2024 and is included below.

Please check this information carefully:

Information supplied to us	Student name		
	Parent Email (main)		
	Parent Mobile (main)		

If your contact details have changed, or are not recorded, please let us know. Send updates to Vicky Bawler, our Transition Administrator at vicky.bawler@plymptonacademy.tsat.uk or call her on: 0333 360 2220 as soon as possible, but no later than **Monday 12th May**.

As a test run, we have also sent this letter via the email address we hold. **A very small number of parents find our emails initially go into their junk mail, please check your junk folder before contacting us.**

Year 7 Programme of Transition 2025 Summary

Universal Transition

Wednesday 2nd July 2025

All students are invited to attend **1 full day of Induction** to the Academy. During this time there will be the opportunity for students to familiarise themselves with the school, take part in a range of activities / lessons, meet their new tutor groups and meet some of their new teachers.

Enhanced Transition

In consultation with primary schools, a **small number of students** will be offered an enhanced transition programme. The programme can include students with additional needs, those who have experienced difficulties in attending school or those transitioning from a smaller setting. The programme will run through **April, May and June** and will include:

- visits to Primary Schools by our own SEND and Transition Team to meet students in a familiar setting
- orientation and small group activities at PA for children identified as benefitting from enhanced transition
- transfer of EHAT / TAM meetings to PA

The number of places for enhanced transition is limited. You do not need to contact us at this time but please speak to your child's Y6 teacher if you think your child may benefit from enhanced transition. Further information will follow.

Solo Student Transition – Friendship Picnic

We have a number of students starting at Plympton Academy in September that are coming on their own, or in a very small group, from their primary school. We appreciate how daunting it can be to start a new school, especially when you are the only person coming.

If your child falls into this category, they will be invited to join us for the “Friendship Picnic” in **June** to meet other children in a similar position to themselves. This is in addition to the planned transition day in July. It is hoped this will enable your son / daughter to make a friend prior to the universal transition day or at least know a friendly face when they attend in July.

Team Building Activities Event

New for 2025, the transition programme culminates in our Team Building Activities Event at the end of the first half term in October. This 2-day event is an opportunity for the whole year group to cement new friendships and relax their way into the half term break. Details of dates, activities and costs will be shared at the parent meeting after the Induction Day in July.

The Big Step Summer School: Y6-7 Transition Programme.

This external, Ofsted registered provider is offering a programme that is both educational and fun, with a timetable that is interactive and challenging. It takes place using the facilities and classrooms on the school site from Monday 18th to Friday 22nd August. Activities include:

- Sports and orientation
- Arts, crafts and cooking
- Problem solving
- Scenarios and support workshops

More information will be sent in the next letter, including invitation and booking details. All communications and bookings are made directly with The Big Step.

We are proud to offer so much in the way of transition opportunities for our young people. We recognise the difficulties children face and wish to make the start of their journey with us as safe and calm as possible, ensuring we have resilient, curious and hardworking students ready to face the start of the new school year head on.

If you have any questions or would like to speak to a member of the transition team in the meantime, please do not hesitate to contact Vicky Bawler, our Transition Administrator at vicky.bawler@plymptonacademy.tsat.uk or call her on: 0333 360 2220

We look forward to working alongside you and your son/daughter over the coming months and years.

Yours faithfully,

Mrs Donna Taylor, Head of Year 7 and Transition Lead