



June 2017

Transition to King Charles I School

Dear Parents/Carers,

I am writing to provide you with further information about our 'New Intake Days' on Monday 3rd, Tuesday 4th and Wednesday 5th July.

Monday 3rd July and Wednesday 5th July: students must wear their primary school uniform including black school shoes. Students will be expected to borrow shoes from the school if they do not arrive in the correct footwear. Students should bring equipment to write with. This should include a pen, pencil and ruler. They should go straight to our Borrington Site playground through the student entrance for 8.20am. Please can I stress that parents/carers should not be on the school site and should instead say their good-byes at the front gate. On arrival, students will be reminded of their tutor groups and will line up in silence at the designated points. During the induction days, students will spend a considerable part of their time getting to know their tutor and understanding the expectations of King Charles I School. In addition, we will be giving the students the opportunity to become familiar with the school site and the routines and procedures students must follow to be safe and successful during their time at the Borrington Site. Students will also have the opportunity to have a subject experience to they can be confident about the way lessons are conducted along with the expectation for work to be done at home and students will also have a reading test. A number of assemblies will take place including Sixth Form and University aspiration presentations and behaviour and rewards clarification. Students will take part in a sporting activity so it is important that they bring appropriate footwear (i.e. trainers) with them. Monday will conclude at 3.20pm, Tuesday a 4.00pm return from Closer to the Edge is anticipated and Wednesday will conclude at 3.05. Please be aware that the Borrington Site gets very congested at the end of the school day and so if you intend to collect your son/daughter by car, it may be prudent to arrange a pick-up away from the school site.

Tuesday 4th July: students will attend a team building day at 'Closer to the Edge'. Students should arrive at school no later than 8.20am and should line up in their tutor groups on the playground. They should wear light clothing (a tracksuit would be ideal) and trainers. Sun cream and possibly a hat should also be worn as they will be working outside for most of the day. We will provide a packed lunch for all students as outlined in the lunchtime arrangements letter. We expect them to return from 'Closer to the Edge' at 4.00pm.

Lunchtime arrangements:

Monday 3rd and Wednesday 5th July

Lunch will be provided by the catering team, funded by school. Students will have a choice of either hot or cold food. If your son/daughter would prefer they can bring their own packed lunch.

Tuesday 4th July

A packed lunch will be provided for the trip to 'Closer to the Edge'. However, if your son/daughter would prefer to bring their own packed lunch then we will be asking schools for this information by Friday 23rd June. Please be aware that as we are on a day trip we would prefer items that may melt or be particularly messy not to be included. It is important that they bring a suitable drink with them, which should either be water or still squash. At King Charles I School we neither allow fizzy or energy drinks purchased outside of school to be consumed in or around the school.

Break-time

The canteen normally sell a range of snacks at break-time, however King Charles I School use a cashless system and for the transition days this will not be operational. Students can of course bring in their own drinks and snacks but please can you ensure no 'fizzy' or 'energy' drinks are brought into school.

We will also be holding a 'New Intake Evening' for you on Wednesday 5th July from 6.00pm until 8.00pm. Additional details can be found in the 'Intake Evening' letter. Unfortunately parking on and around the Borrington Site for the evening will be very limited. It would therefore be very helpful if you could arrange to share a car to reduce the number of vehicles coming on to the site.

Whilst writing, may I remind you that we try to ensure that the data we hold on our students is as accurate as possible, both for ease of administration and for students' own safety. We would be grateful if you have not returned the 'Information for school records' form, please do so as soon as possible and return it to your son/daughter's primary school in a sealed envelope marked 'King Charles I School'.

We look forward to meeting your son/daughter on the 'New Intake Days' and you on the 'New Intake Evening'. In the meantime, if you have any questions, please do not hesitate to contact us at the school.

Yours sincerely

James Wilkinson
Assistant headteacher (head of the Borrington Site)