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@KEVICC

Principal Alan Salt

Dear Parents and Carers of Year 6 Students,

I wanted to take this opportunity to welcome both you and your child to our school community. We understand that this is a busy and exciting time and aim to work closely with all families to make the transition from year 6 as smooth as possible.

Below is some information regarding the upcoming transition process that you may find useful and some key dates for the diary.

## **Transition Days:**

We are excited to welcome your child to our school and look forward to them seeing what being part of the KEVICC school community is all about. Our transition days are an important part of the transition process, as they provide an opportunity for your child to become familiar with the school layout, routines and most importantly, they get to meet important people that will support them throughout their KEVICC journey.

- Transition days will take place on **Monday the 30<sup>th</sup> June and Tuesday the 1<sup>st</sup> of July.**
- Students will need to arrive for 9am at the Ariel Theatre and will need to be collected at 3pm from Elmhirst car park on the Astro turf side of the road (Unless you have signed for your child to walk home) A member of staff will walk students to the elmhirst car park at the end of the college day.
- Students are able to wear their new KEVICC uniform. Students will need to bring with them basic equipment such as pen, pencil, ruler and rubber. We also ask that students bring a water bottle they can use throughout the day and sun cream if required.

As part of our safeguarding measures, if any students are walking to and from college by themselves or with siblings, we will need parent/carer consent. Your child will not be allowed to leave school site alone unless we have your consent. Please email [welcome@kingedwardvi.org.uk](mailto:welcome@kingedwardvi.org.uk) to give your consent. We will not let any student leave college site unless this has been provided.

## **Food and Drink on Transition Days:**

All students will receive a snack and small drink at break time each day, to try some of the food on offer at the college. **Please ensure your child has a packed lunch and a drinks bottle for the day as they will not be able to purchase food in college until September.**

If your child is entitled to Free School Meals and you would like to use this service, please contact [welcome@kingedwardvi.org.uk](mailto:welcome@kingedwardvi.org.uk) and we will inform our catering team.

**Tutor Groups:**

We will always aim to pair students up with primary school and parent recommendations when creating tutor groups. However, sometimes this is not always possible. On the transition days students will be in their tutor group throughout the two days but will have opportunities to mix with other students. Making new friendships is exciting, but we recognise it can also be a nervous time for some students. It is important to be aware, when students join us in September their timetabled lessons are not structured in tutor groups and students will find that they will have lessons with a variety of people, which we hope will help them develop new friendships.

**Meet the Tutor Evening:**

**On the afternoon of Tuesday 1<sup>st</sup> of June, starting at 4pm, we will be holding an informal meet the tutor evening.** This will enable parents/carers the opportunity to meet your child's tutor alongside other key pastoral staff. Tutors are the first point of contact and will be a friendly face each morning to meet and greet students. There will also be members of the SEND team available to speak to parents, where additional support may be required for your child. This evening is very informal and just an opportunity to ask questions and be able to put a face to a name. Siblings are welcome to join families as we know child care can be difficult.

**Year 7 Residential:**

During meet the tutor evening, you will receive more information about the year 7 residential. This is an experience that we know can build strong bonds between students and make memories that stay with them throughout their KEVICC journey.

**Adopted Children:**

We would like to make Parents of adopted children aware that there is additional funding for schools to support the education of children adopted from care. This funding offers increased support that could be significant and greatly enhance access to opportunities. All information will be treated in the strictest confidence.

If you have any questions or would like further information, please do not hesitate to contact Helen Fraser, email address [Helen.Fraser@kingedwardvi.org.uk](mailto:Helen.Fraser@kingedwardvi.org.uk)

**The Big Step:**

I also just wanted to remind you of our big step programme happening in August, this is a great opportunity to meet other students before September and can often help build relationships and ease the transition to secondary school. This is running by an external organisation. For more information, please see the contact information on our website.

<https://www.kingedwardvi.devon.sch.uk/welcomeinformation-year7transition>

**Save the date:**

First Day of term: Monday the 7th of September

**(Students to come to the Ariel Theatre for 8.45am sat in tutor group rows)**

Yours Sincerely,

Daniel Gillard

Assistant Principal  
Behaviour and Attendance