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Ysgol Clywedog



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Pennaeth Mr M Vickery Headteacher

11th May 2018

Dear Parent/Guardian / Annwyl Rieni/Warchodwyr

Transfer to Ysgol Clywedog

Please find below the final arrangements for transition visits in June. Your son/daughter will have met Mr Edwards Progress Manager for Year 7 following his visit to primary schools this academic year.

On **Wednesday 27th June, Thursday 28th June and Friday 29th June**, we invite Year 6 students to participate in a variety of transition activities here at school.

Date	Start Time	Finish Time
Wednesday 27 th June	9:05am	3:00pm
Thursday 28 th June (Common Transfer Day)	9.05am	3:00pm
Friday 29 th June	9.05am	3:00pm

Arrangements for Wednesday 27th June, Common Transfer Day Thursday 28th June and Friday 29th June

On **Wednesday 27th June and Friday 29th June** staff from our feeder primary schools will be supervising students together with Clywedog staff.

On **Thursday 28th June**, Common Transfer Day, Year 6 students will also have the opportunity to spend the day here at Ysgol Clywedog, students will be supervised by Clywedog staff without primary school staff present.

It is the responsibility of parents to make travel arrangements to and from school on the above dates so please ensure that your son/daughter is aware of your arrangements. If you are collecting them from school, please confirm with them the exact time so that they can be ready for you at reception. Students entitled to a bus pass from September 2018 are able to use the school bus on the above dates. Transport have advised us that students are able to use school buses where there are available seats.

In order to apply for transport from September you will need to complete a Transport Application form available on www.wrexham.gov.uk or the school website www.clywedog.org on the Transition page. Any questions regarding school transport please contact 01978 729770.

Outline of the school day

- Each morning meet Mr Edwards Progress Manager Year 7 and Year 7 Form tutors in the hall, there will be student buddies at the main reception for any students who would like to be shown the way to the school hall:-
- morning timetable of activities in form groups
- early break at 10:55am
- early lunchtime 12.15pm
- afternoon timetable of activities in form groups
- Year 6 students will leave between 2:50pm – 3.00pm, if collected by parents, or at 3.00pm if travelling on the school bus or walking home.

Please be aware that our school car park can be very busy at the end of the school day and that we operate a one way system.

Break and Lunchtime Arrangements:

Students are welcome to bring packed lunches when they visit, or purchase food from our canteen at break and lunchtime. Year 6 students' lunchtime will be 12:15pm – 1pm for transition visits. This allows early access to the canteen to give them extra time to get used to lunchtime arrangements and this will continue for the first week in September as well.

Our school canteen operates a "no-cash" system so they will all have the opportunity to have their thumbprints scanned during their transition visits, ready for their dining accounts in September. For the three transition days they will be able to pay with cash but we ask please that students bring any money needed in small change and NOT notes or cheques as this will be a limited service for these days only. Please note, Ysgol Clywedog will provide a meal for students who receive free schools meals on Wednesday 27th June – Friday 29th June.

Free School Meals and Transport Information:

It is important that you make sure any forms relating to Free School Meals and School Transport for September are completed before the end of term **Friday 20th July 2018**.

Forms are available at www.wrexham.gov.uk. Additional information is available through Wrexham Council on 01978 292056. Wrexham Transport 01978 297413.

There are also links from our own school website www.clywedog.org on the Transition page.

School Uniform Information

Details of where to purchase school uniform will be made available on the Transition page of our school website www.clywedog.org

Welcome Evening

On **Thursday 28th June** there will be a welcome evening for parents/guardians and students. At 6pm there will be a short address from Mr Vickery, the Headteacher. You will then be given the time to meet your child's Form Tutor, receive an information booklet and discuss any concerns.

Finally, please ensure you have returned the **Parental Information Form** to Clywedog school office by **Friday 8th June**. Students will not be able to attend transition visits unless this information has been returned, as it is important that we have emergency contact details and any necessary medical information.

In the meantime, if you are concerned about anything to do with transfer to secondary school, please do not hesitate to contact me.

Yours sincerely / Yn gywir



Mrs L Hope
Assistant Headteacher (Transition)

