



## WEST GRANTHAM

Church of England Secondary Academy

8 May 2024

Parent/Carer

As part of our program to support students who have been identified as requiring additional transition to us in September 2025, we have arranged for a small number of students to have an additional transition visit on Friday 13 June from 9.30am until 11.00am.

The purpose of the visit is for the children to familiarise themselves with the support team, the school building and to meet some students transferring from other primary schools.

The visit will consist of a tour of the school, a classroom-based activity and the opportunity to ask questions so that they are ready and prepared for a smooth start in September.

Students will need to attend in their current school uniform and bring a bottle of water and a snack with them as there will be a short break during the session.

If you wish your child to attend the session, please contact the school on **01476 405200** or email [office@wgacademy.org.uk](mailto:office@wgacademy.org.uk) no later than **Friday 6 June** to confirm.

Please also sign the attached permission slip and bring this with you on the day of the visit.

On the day, please bring your child into the reception area at 9.30am where they will be collected by a member of staff. They will then need to be collected at 11.00am.

If you have any questions, please do not hesitate to contact me.

Yours faithfully

Mrs Dobbs  
Assistant SENCo

I wish to confirm that my child \_\_\_\_\_ will/will not\* be attending the additional transition visit on Friday 13 June 2024.

I am aware they will need to be dropped off at 9.30am and collected at 11.00am from the reception area.

Please provide any known medical or allergy information here \_\_\_\_\_

Parent/Carer Name \_\_\_\_\_

Signature \_\_\_\_\_

Emergency Contact Details \_\_\_\_\_

\*delete as appropriate