

23rd May 2025

Dear parent/ carer,

### **Leigh Academy Minster - Transition Day Information**

As your child approaches the exciting milestone of transitioning to secondary school, Leigh Academy Minster are delighted to welcome them to our Year 6 Transition Day. This day is designed to help students become familiar with our school environment, meet key staff members, and experience a taste of secondary school life. We believe this will help ensure a smooth and positive start to their next academic journey.

The Year 6 Transition Day will take place on **Thursday 10th July** from **9:00am** to **2.15pm**. To ensure a smooth running of the day, we kindly ask all families follow the below guidelines for the day:

#### **Parent/ carer permission**

To give permission for your child to attend our Transition Day, please complete the consent form electronically linked below by Friday 6th June 2025. If this form is not completed, then your child will not be able to attend.

[Transition Day Permission Form](#)

If your child is unable to attend the Transition Day, please email us via [admissions@minster.latrust.org.uk](mailto:admissions@minster.latrust.org.uk) to notify us of this and the reason.

#### **Arrival time to the academy**

Students will need to arrive at the academy between **8.30- 8.50am**. The rest of our students arrive from 8-8.25am so please ensure your child arrives from 8.30am onwards while we supervise our current cohort.

If you are driving please do not park on our neighbours roads, but queue and use our one-way car drop off point, or park in the visitors car park which is on the left hand side as you drive up the academy drive. Please do not get out of your car in the drop off zone as this causes significant queues. Students will then walk through the gates. There will be staff on hand to supervise and guide your child.

If you are dropping off your child on foot, parents/ carers are not allowed beyond the first set of academy pedestrian gates.

Your child will be greeted and directed by staff along the walkway to the academy, where they will then be supported to the restaurant to be registered before their day begins.

#### **What you child will need to wear and uniform expectations**

Your child will need to wear their full Primary School uniform. Jewellery is not allowed. Students are not permitted to have slits/cuts in their eyebrows, or wear make-up, fake tan, false eyelashes or wear acrylic, false or painted nails. Any prohibited items will be confiscated if seen.

Students who are not dressed appropriately will unfortunately not be able to participate in the day until this is rectified.

### **What your child will need to bring**

Your child will need to bring their own bag with stationary, water and snacks for break. We have a cashless restaurant so students will not be able to purchase any additional food on site. They **do not** need to bring any other school materials or equipment.

### **Lunch arrangements**

Lunch will be provided for by the academy at no cost to parents/ carers. On the permission form we ask if your child has any dietary requirements; please complete this so we can cater to any requirements for your child if this is the case.

### **Medical Information**

On the permission form we ask if your child has any medical conditions or allergies; please complete this so we are aware of all information.

### **Collection at the end of the day/ Uniform Fitting Event**

Parents/ carers will need to arrive to collect their child at 2.15pm. Our uniform measuring event begins at 2.30pm so parents/ carers can collect their child and then make their way into the academy for the event.

If you have scheduled to attend the event between 3.15- 3.30pm then please note that this is when the rest of our students leave the academy site so it may be busy., particularly in our car parks areas and entering the main academy drive.

### **During the day**

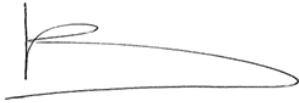
Students will have the opportunity to:

- Experience taster lessons in select subjects, giving them a glimpse into the curriculum.
- Meet key members of staff, including their form tutor and pastoral support teams.
- Explore the school building and facilities, helping them to feel more comfortable and confident in their new surroundings.
- Participate in fun and engaging activities designed to foster new friendships and build a sense of community.
- Learn about the daily routines and expectations of secondary school.

We are very much looking forward to meeting your child on Thursday 10th July and for them to join us for their first experience of secondary school life. The Transition Day is a vital part of the process from primary to secondary, and we strongly encourage all Year 6 students to attend.

Thank you in advance for your support, and if you have any questions please contact us via [admissions@minster.latrust.org.uk](mailto:admissions@minster.latrust.org.uk).

Yours faithfully,



Mr. M. Stevens  
**Principal for Leigh Academy Minster**