



YEAR 6 INDUCTION – Pupil data

March 25th 2021

Dear Parent/Carer,

Hopefully you received our 'Welcome to KHS' letter, in the post, just before the Easter weekend. As we said in that, we really are genuinely very excited about your daughter or son joining us in September.

During the Summer Term we will start in earnest forging links with you, your child and their primary school in order to gather a clear picture and commence transition. To reassure you, we are planning for this to include a visit to meet your child in their Primary School, with an opportunity for Year 6 to talk to our staff and some of our current student ambassadors. We will also be talking to the Year 6 teacher to gain a full picture of their students. Further to this, we hope that we will be able to hold, as planned an;

**Induction Evening for you the parent/carer on Wednesday 16th June 2021 and
Induction Day for students on Tuesday 29th June 2021.**

However due to COVID restrictions, if needed, these will be held virtually in some form.

In order for us to begin the induction process we will need you to work through the steps outlined overleaf. We are sorry that one of our early connections with you is with paperwork, but this information is important to us in order to facilitate a smooth transition for your daughter or son. Please work through these forms and documents in the order that they appear and by the given deadline or indeed before. This will enable us to process all of your daughter or son's personal information ready for their arrival and allow us to orchestrate the new form groups.

We have created a small team of experienced staff who are dedicated to this process and in doing this have generated a new email and ask that any queries are sent to this address:

year6induction@kesgrave.suffolk.sch.uk

If you have any questions regarding your child's induction to KHS, we would also encourage you to reach out and speak to other KHS parent/carers and students (remotely or in person) where possible, but failing that if you cannot get an answer, please use the email address above and we will endeavour to respond as swiftly as possible.

On our school website we will be building a new page specifically designed to help you navigate your child's Year 6 Induction. We will post key information on this over the course of the summer term. All of the relevant forms and documentation can be found there should you need to revisit these. Updates and any new information will be housed there moving forward and we would encourage you to visit this page fortnightly. This can be found within THE SCHOOL – PARENTS – YR6 WELCOME TO KHS: [Year 6 Welcome to KHS : Kesgrave High School Suffolk](#)

Regarding school uniform and PE Kit. Our providers COES, PMG and SPORTSWEAR INTERNATIONAL (SWI) are anticipating your orders and their online facility remains open whilst the stores are closed. For your information, we also have a Nearly New Shop on site and when the opportunity arises we will open our shop to you for browsing and purchases. All money raised goes to charity.

Starting High School is a brand new chapter in life! We are so sorry that at the moment our connection is just remote, but we promise that we will work hard to get to know you all when you arrive and look forward to building positive relationships with you and your child/ren in the near future. Our time to be a new year group will come.

Yours sincerely,

Miss Julia Upton
Headteacher

Mrs Beth Wheatley
Head of Year

Miss Teresa Rush
Senior Student Support Officer

PLEASE COMPLETE THE FOLLOWING

- **TASK 1 - DEADLINE 04.05.21**

Pupil Data

Parent/carer to complete and submit the following forms;

*link here [Kesgrave High School - Pupil Data Form \(Parent/Carer Form\)](#)

*link here [Kesgrave High School - SEND Information \(Parent/Carer Form\)](#)

- **TASK 2 - DEADLINE 10.05.21**

Consent form

Please read the attached PDF - Induction pack - for parent/carers THEN complete and submit the CONSENT form.

*link here [Kesgrave High School - Consent Form \(Parent/Carer & Student Form\)](#)

- **TASK 3 *is for your child* - DEADLINE 10.05.21**

Pupil - About me and friendship choices

Please make sure your child completes and submits the following form **only once**.

*link here [Kesgrave High School - Welcome to Year 7 \(Student Form\)](#)