



LEARNING CHANGES LIVES

Dear Parent/ Carer,

Year 6 Transition Arrangements

Normally at this time of year we would be looking forward to meeting you at our New Year 7 meeting which was due to take place on Tuesday 12th May; due to the current COVID19 situation this evening will now **NOT** take place. With this in mind our transition program has been revised to make the move as easy as possible for your child.

During May 2020	Telephone call home – to get to know you and your child and answer any questions you may have.
TBC	Induction Day (assuming the school re-opens during the Summer term)- Students spend the day with us and have the opportunity to meet their tutor and other members of their tutor group.
Friday 4 th September 2020	Year 7 Start of Term – Year 7 students will attend school and be the only year group on the school site. They will follow their new timetables and reinforce their new routine.
Monday 7 th September 2020	Whole School Returns – All students return to the Academy.

We have included our transition pack which has a number of forms that need to be completed and returned via post or brought back to the Academy (following Government guidance).

These include:

Admission Form	This document allows us to collect all vital information to make sure your child is successful at Lanfranc.
Home School Agreement	Please read and sign our Home School Agreement carefully and ask any questions during your phone conversation.
Uniform Information	Our expectations and where to buy the Lanfranc Uniform, including ties and badges.
E-Safety	Please read and sign our Computer Safety document. This will ensure your child uses the school internet and computer systems in a safe manner.
Free School Meals	If your child is entitled to FSM please complete the enclosed form
Student Lockers	If you would like your child to have a locker, to hold their belongings, please complete this form.
Music Lessons	If you would like your child to have additional instrumental music lessons, please check the estimated costs and return the form.

Principal: Mr M del Rio MTh, BScEcon (Jt Hons), PGCE, NPQH

The Archbishop Lanfranc Academy, Mitcham Road, Croydon CR9 3AS

T 020 8689 1255 F 020 8683 3113 E office@lanfranc.org.uk www.lanfranc.org.uk

The Bec Trust is a charitable company limited by guarantee and registered in England and Wales with company number 09187505

The registered office is at The Archbishop Lanfranc Academy, Mitcham Road, Croydon CR9 3AS

Language Choice	Students should decide whether they would like to do French or Spanish when arriving in year 7. You can discuss this during your telephone conversation before making a final decision.
Year 7 Residential	This trip is a fantastic opportunity for students to make new friends and get to know their peers; we will send out a parent pay letter in due course.

We have also included a transition booklet for your child to complete before attending Lanfranc in September. We understand that a number of Year 6 students are still receiving a lot of work from their primary school so this pack is not compulsory, however it will support them with their transition.

The pack includes, information about our ethos and values, equipment needed to be successful at Lanfranc, the House System and a lot more. We have included an extended writing task and a reading list; we encourage students to spend time during their holidays completing these tasks.

We would also like to draw your attention to the school website where all of the above documents can be found (under transition) and a short PowerPoint message from the Principal.

We look forward to speaking with you and your child over the coming weeks and ensuring they have a successful start to their secondary education.

Yours faithfully,

G. Sheridan

Ms G. Sheridan
Director of Learning – Transition