

19th June 2023

Dear parent/carer

Re: Year 6 Invite

I hope this email finds you well. By now your child will have completed their SAT's exams and I am sure will be very much thinking about their transition to secondary school. As a parent I am sure you are also thinking about this and considering what the rest of this and next year will bring.

For us planning is already well underway, including discussions with primary schools and recruitment of new teachers to ensure our increased cohort of students have the very best quality, specialist teaching. We are please to tell you that all teaching vacancies have now been filled with specialist subject teachers. I am also pleased to announce that we have appointed our new **Head of Year 7, Miss Forshaw**. Miss Forshaw joined Oak after Easter and has been working alongside Mrs Biles and Mrs Buxton to ready herself for your child's arrival.

We cannot wait to meet you all and I would like to formally invite parents/carers and students to our official **Transition Evening on Wednesday 26th June between 5.00 and 7.00**. On this evening there will be an opportunity to

- Meet with myself, Miss Forshaw, your child's tutor where possible, and other members of staff.
- Find out the tutor group your child has been assigned to.
- Try on uniform for sizing.
- Ask any questions you have about the transition process.

This will be followed by our **Transition Day on Friday 28th June** when we invite all Year 6 students to Oak. The school will be closed to all other students on this day, apart from our senior team and other student helpers. Details of the day can be found below.

- Further opportunity for uniform sizing from 8.15am. You will be directed where to go on arrival.
- All students to arrive between 8.30am and 9.00am. Please bring students to our school canteen for drop off.
- Students should wear their primary PE kit.
- Students should bring a packed lunch. If your child normally has a free school meal, they will be given a packed lunch on the day. Please complete the following form so we can ensure your child has food on the day. <https://forms.office.com/e/iehX3zfX87>
- Students can be collected at 2.30pm from our school canteen.
- Last opportunity for uniform sizing until 4pm

A dedicated tile on our homepage has been created that will include all the information you need for transition. [Year 6 Transition 2024 - Oak Academy \(oak-academy.co.uk\)](https://www.oak-academy.co.uk). This now includes an A-Z Handbook to support you and your child in the coming weeks. [Parent-Carer-Handbook-A-Z-2024-.pdf \(oak-academy.co.uk\)](#) If you want to keep up to date with what we are doing at Oak then you can read last terms newsletter at and follow us on Facebook. [OA-Newsletter-T5.pdf \(oak-academy.co.uk\)](#)

Oak Academy

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This remains very much a 2-way process - please do contact us should you have any questions regarding transfer at any point between now and September, we're here to help! If you have any initial questions regarding the transition process, please do email us using the following email oakslt@leaf.bournemouth.sch.uk.

I look forward to working with you closely.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Hayley Richley', written in a cursive style.

Hayley Richley
Principal