



# Transition Bulletin - Year 6

Dear all,

Following on from the Principal's welcome email a couple of weeks ago, we now wish to give some clarity on the details behind the transition process this academic year.

In order to ensure a smooth transition from Primary to Secondary school, The Sir Robert Woodard Academy runs a Transition Programme for Years 4 to 6 throughout each academic year. We hope that our future students were able to participate in the transition events held between September to March this year. However, due to the current circumstances, we are unable to continue with our previous intentions originally detailed in our Transition Programme. We hope that this Transition Bulletin offers some clarity in what we intend to do and why during this time.

Our aims and intentions behind the amendments to our Transition Programme are detailed below:

- SRWA gathers information about our Year 6 students from their primary schools, prior to their start
- Students will know more about SRWA through the Virtual Transition Evening
- Students will have a virtual tour of SRWA so they can familiarise themselves with the building before attending
- Students will have an opportunity to access online activities prior to attending SRWA
- Families will have access to the Year 7 Handbook to answer any logistical questions and know more about their child's future curriculum
- Families with children with Special Educational Needs and Disability and/or medical needs will feel supported

Key date	Event
Tuesday 30th June 2020	Virtual Transition Evening/Virtual Year 6 Tour
Wednesday 1st July 2020	Year 7 Handbook/Access to online activities

We hope that this clarifies the transition process this term, however, should you have any queries, please do not hesitate to contact Miss English at [menglish@srwa.co.uk](mailto:menglish@srwa.co.uk).

Yours sincerely

Miss Melinda English  
SENCO/Transition Lead



## Quick links to sections

[Knowing our Year 6s](#)

[Virtual Transition Evening](#)

[Virtual Year 6 Tour](#)

[Year 7 Handbook](#)

[Access to online activities](#)

[Special Educational Needs and Disability and/or Medical](#)

[Arbor](#)

[Frequently Asked Questions](#)

## Knowing our Year 6s

At The Sir Robert Woodard Academy we are keen to know our Year 6 students, this is even more relevant now. During May, we sent detailed forms to all of the primary schools where we have students transitioning to us. We now have details about the following for each child:

- Primary school
- Medical needs
- Vulnerable students
- External services involved
- Attendance
- Special Educational Needs and Disability status and need
- Learner profile
- Barriers to learning
- Current provision
- Interests
- Siblings at SRWA
- Preferred chapter friend

## Virtual Transition Evening 2020

On Tuesday 30th June at 6.00pm, we will continue with our Transition Evening as planned - VIRTUALLY! We will send a link to parents/carers via email and hope this exciting event can be enjoyed as a family. We will give more details about what SRWA is like and there will be a talk from our Principal, Kieran Scanlon as well as some of our Year 7 Transition Mentors. On the same day, parents/carers should receive an email telling them what chapter their child is going to be in so they can look out for who is who on the slides!

## Virtual Year 6 Tour

In order to ensure our students know their way around, we are offering a Virtual Year 6 Tour of SRWA of the Academy building. This link will also be sent to parents/carers via email following our Virtual Transition Evening. Let's see which students watch this the most when we return (if not don't panic, there will also be tours when the students attend!)

## Year 7 Handbook

At The Sir Robert Woodard Academy we distribute handbooks for each year group so parents/carers know what to expect when their child transitions from one year to another. The Year 7 handbook for our new Year 6s will be distributed on 1st July 2020. Our Year 7 Handbook is extremely detailed to allow for our new parents/carers to have all the information they require including timings of the school day, extracurricular activities, uniform, transport, using the canteen and much more! Initial information on some of these areas



can also be found in the 'FAQ' section. We also have details on each subject's curriculum so parents/carers know what their child will be studying during their lessons.

## Access to Online Activities

We planned to host our Transition Day on 1st July 2020. In its place we will be allowing students to go online and meet their chapter teams at a GoogleMeet which will occur at 10.00am. Here the students can find out a little bit more about their chapter and ask any questions that they may have from the Transition Evening the night before. We will then ask the students to complete an 'All about me' activity and submit it using our GooglePlatform. This will be good practice for the students should we be in a situation where their learning on site cannot begin in September.

## Special Educational Needs and Disability and/or Medical

The Special Educational Needs and Disability (SEND) team at SRWA will use the information sent from primary schools to plan support for students transitioning to SRWA. Additionally, the SENCO and Inclusion Manager will communicate with each primary school's SENCO to discuss students with EHCPs or High Needs. A member of the SEND team may then contact parents/carers via phone to gather more information. This will also apply to students with medical needs. Under current guidance we are not offering visits to SRWA as we are discouraged from mixing students from different school settings. If you wish to be contacted by a member of the SEND team, please email [menglish@srwa.co.uk](mailto:menglish@srwa.co.uk) who is our SENCO.

## Arbor

At The Sir Robert Woodard Academy we use [Arbor](#) to store information about our students, including consent forms, and to record our attendance. Parents/carers will be sent an email with a link to log on to Arbor, where they can check their details are correct. When the students start at SRWA, parents/carers will be able to check their child's attendance and behaviour using this system.

## Frequently Asked Questions

The Sir Robert Woodard Academy aims to detail all information that a parent/carer could need in the Year 7 Handbook, however, we understand at this time there may be some initial questions that need addressing. Please find below a summary of the responses to the most frequently asked questions:

## Transport

The Academy encourages walking and cycling to school wherever possible. There are plenty of bike racks in the Academy for the safe storage of bicycles during the day. Where the distance from the Academy does not allow for walking or cycling to school, there are several public transport options available, as detailed below. Due to the numbers of students travelling from Shoreham and the surrounding areas, the Academy has ceased running a minibus service and we are reviewing our options for a private bus service.

The public school bus service, route 19A, is run by Compass Travel. There are many stops on the route, which goes from Shoreham, via South Lancing and Central Lancing, to SRWA. The bus stops directly outside the Academy. School bus passes are available from Compass Travel, payable termly in advance. All information can be found on their website <https://www.compass-travel.co.uk>.

There are frequent trains between Shoreham and Lancing, details of which can be found on the National Rail website <https://www.nationalrail.co.uk>.



There is an additional bus service run by Stagecoach, ‘The Pulse’ which travels every 10 minutes between Lancing Train Station to SRWA. This bus stops in Cokeham Road, just a 3 minute walk to the Academy. Details can be found on the Stagecoach website <https://www.stagecoachbus.com>.

If you wish to drive your child to school, you may use the overflow car-park next to Boundstone Nursery.

If you believe your child is eligible for financial assistance with transport costs, due to the distance between your home and the Academy, please contact West Sussex County Council directly via their website <https://www.westsussex.gov.uk/education-children-and-families/schools-and-colleges/school-and-college-transport>.

### **Uniform**

A list of Academy uniform is detailed on the website. Most items can be purchased from First4Uniform, in North Road, Lancing. Online orders may also be placed and currently delivery options are available whilst the shop is closed to the public. Due to current delays with manufacturing uniforms, parents are encouraged to order early. Please see further details on their website <https://www.first4uniform.com>.

### **Free School Meals**

If a child is eligible for Free School Meals, this eligibility will carry over to the Academy. A child’s catering account will be topped up automatically every day with the value of Free School Meals, and can use this value at lunchtime to purchase any of the hot and cold food on offer. Please note that Free School Meal credit cannot be used at breaktime as we encourage all of our students to have a healthy balanced meal at lunchtime. If a child wishes to eat at break time they may bring snacks/drinks with them, or can take advantage of free fruit or a bread roll from the canteen at this time.