



f23 April 2020

Dear Parent/Carer

## Transition to Year 7 September 2020

I hope this letter finds you all safe and well at such a difficult time.

I am pleased to confirm a place has been offered to your child and look forward to welcoming him/her to Canon Slade School on Tuesday 8 September. I want to reassure you that we aim to do our best to make the transition process as smooth as possible whilst having to do things differently this year.

Due to us all being in exceptional circumstances, key information will be posted on the school website [www.canon-slade.bolton.sch.uk](http://www.canon-slade.bolton.sch.uk). Information will be added over the coming weeks to keep you up to date with transition details whilst we work through a different way of keeping in touch for our new students.

At Canon Slade we have a dedicated transition team to help smooth the way; Mrs J Easton (Head of Year 7) and myself Mrs A Iles (SLT lead on transition). If you have any queries please contact our transition team through Mrs C Boyes 01204 333343 ext 202 or email [admissions@canon-slade.bolton.sch.uk](mailto:admissions@canon-slade.bolton.sch.uk)

On the website you will find two documents we would like you to download and complete and then return in the post or by email to Mrs Boyes by **Thursday 7<sup>th</sup> May**. The first document is the **Home School Agreement** which has two pages for parents/student to complete - one for you to keep and one to return to school. The second document is the **Data Collection** form.

Unfortunately we do not know for certain yet that our induction days (**Thursday 2 and Friday 3 July**) or Transition Evening (**Monday 6 July**) will take place as planned. However we will continue to prepare for these events in the hope that they will go ahead. Please ensure that all relevant **medical and dietary** information is provided in the Data Collection form, as this will assist us in our preparation. You will be advised further details about these events when it is appropriate to do so.

Should you decide **not** to take the place offered to your child, then I would ask you to notify both the school directly via email using this address, [admissions@canon-slade.bolton.sch.uk](mailto:admissions@canon-slade.bolton.sch.uk) and your Local Authority as soon as possible so that the place may be offered to another student. Please direct all school communications in this respect to Mrs Boyes, thank you.

Yours faithfully

Mrs A J Iles

Assistant Head Achievement KS3