

25 June 2024

Dear Parent/Carer

Transition Information

We are looking forward to welcoming your child on Monday 1st July and Tuesday 2nd July for our Transition Days. The aim of these two days is to familiarise students with the school, its routines, the TPA way and our community. We hope that students enjoy their time at TPA and we will welcome your feedback at the Parents Information Event on Tuesday 2nd July, there are two sessions 3.30pm and 5pm. Please fill out the online form, to inform us of which one you intend to attend.

This letter contains vital information ahead of those two days.

Where should students/parents go?

Drop off:

On both Monday and Tuesday, we look forward to welcoming students at The Portsmouth Academy via the front gate (not reception) on St Mary's Road opposite St Mary's Church at 9am. Staff will be wearing high-vis jackets so please feel free to approach us and introduce your child. The school gates open at 8.20am for our current students. Please make sure transition students do not arrive too early, we would like to make the drop off as smooth as possible for our new students.

Pick up:

The school day ends at 2.30pm and students will leave The Portsmouth Academy via the front gate (not reception) St Mary's Road. Parents are advised to wait in the Church Yard opposite the school, the students can use Mandy our school crossing patrol to assist with crossing the road.

What should students bring:

Students are required to wear their Primary School PE kit both Monday and Tuesday as they will be taking part in practical activities across the two days. We advise students to bring a refillable drinks bottles, snacks and a pencil case, just including two pens and a pencil for the transition day. We also advise students wear sunscreen for the two days. Lunch is provided across the two days at 12.00, but students are welcome to bring more snacks for break and/or a packed lunch if preferred. **Any food brought into the school must be nut free.**

Day One - Monday 1st July

The students will have a day of firsts; their first assembly, lesson, lunch time etc. This can be very daunting so will using the day to support the students making them feel welcome and safe. We will be also using the day to embed the schools ethos and expectations for the students in a welcoming nurturing manor.

Day Two - Tuesday 2nd July

The second part of our transition day is all about building a united team and celebrating the Olympics, students will be in their tutor groups where they will complete a series of group challenges, scoring points for their house. From 2pm we are inviting parents on to school site via the back gate, Manor Road, to watch the final races. If you are able to attend this please make it clear on the booking form, QR code below. We ask that you do not bring more than two other people with you for this.

Parents Information Evening

Following the Olympic afternoon we will be hosting two presentations one at 3.30pm and one at 5pm in the main hall. Please see QR code to book your place and time. There will be an opportunity for you to view and purchase uniform from one of our providers and meet key staff.

Online registration form

A reminder that if you haven't already completed the online registration form please do this as a matter of urgency. Without this registration we can not host your child(ren) on the Transition Days. You should have received a link and login details via email from Applicaa, but if you are having trouble locating this email, please contact the school via admissions@theportsmouthacademy.org.uk

We look forward to seeing your child on Monday 1st July and Tuesday 2nd July.

Yours sincerely



Mrs Michelle Smith
Executive Principal and Regional Director

Transition Day Two Parent Booking Form

