



29<sup>th</sup> June 2026

Dear Parents/Carers

## Important Documents for Your Child's Transition to Halewood Academy

I hope this letter finds you well. As your child prepares to embark on their journey at Halewood Academy, we are thrilled to extend a warm welcome to both you and your child. To ensure a smooth transition, we have enclosed several important documents that require your attention.

### Transition Booklet

Inside, you will find valuable information designed to facilitate your child's transition to our school. We encourage you to review the contents with your child to help familiarise them with our environment and expectations.

### Admissions Form

If you have not done so already, please complete the enclosed admission form at your earliest convenience and return it to the school as soon as possible. Your co-operation in this matter is greatly appreciated as it helps us streamline the enrolment process.

### Induction Evening

Induction Evening is scheduled to take place on Monday 29<sup>th</sup> June, 6.00 pm – 7.00 pm. Parents/carers will have the opportunity to meet the Executive Principal and the Senior Leadership Team, as well as discuss any concerns. This meeting is for parents/carers only, you do not need to bring your child.

### Privacy Notice

For both parents/carers and pupils, enclosed is a privacy notice. It is imperative that you read this document carefully to understand how we handle and protect your personal information.

### Transition Days

We remind you that the transition days are scheduled for **Tuesday 30<sup>th</sup> June and Wednesday 1<sup>st</sup> July**. These days will provide your child with the opportunity to experience our school first hand and meet their teachers and fellow classmates over the two days. A FREE snack and FREE lunch will be provided, however, if your child would like to bring their own water bottle they may do so.

### Summer School

We are excited to confirm that students will also have another opportunity to make new friends, get to know different teachers and prepare for their first week at Halewood Academy. A FREE snack, lunch and drinks will be provided. All of these sessions are FREE and will be fun and engaging. If you have not done so already and would like to confirm a place then please reply to the email address [summerschool@halewoodacademy.co.uk](mailto:summerschool@halewoodacademy.co.uk) with 2 emergency contact names and telephone numbers. Your child's place will then be confirmed with you.



Should you have any questions or require further information, please do not hesitate to contact Mr Rylands, Transition Co-ordinator, at school. We are here to support you every step of the way.

Thank you for your co-operation, and we look forward to welcoming your child to Halewood Academy.

Warm regards



Mrs Cross  
Vice Principal