



6 March 2024

Dear Parent/Carer

On behalf of Carleton High School, I would like to extend a warm welcome to «Forename» who will be joining us in September. Carleton High School really is a special place to be and we can't wait for «Forename» to join us.

A great education needs a captivating beginning, and we believe that the potential to achieve relies upon a smooth transition to secondary school. This is a huge milestone in a young person's life, and it is important to each student's well-being and happiness that they feel able to settle in well. Our exceptional transition programme is designed to support students every step of the way by getting to know «Forename» as an individual, easing the transition from their primary school so they feel truly happy, make great new friends and, of course, develop a deep-seated love of learning that will carry forward for the rest of their school life and beyond.

We will work closely with all primary schools to ensure a smooth transition and we have planned a number of activities that will take place in the run up to the summer. The planned activities are as follows:

- We will hold meetings with all Year 6 teachers to obtain detailed feedback about «Forename», so that we have as much information as possible to make the transition successful.
- Our SENDCo, will be contacting parents and primary schools after the Easter break to discuss an enhanced transition package for those students who require additional support.
- We will host our Year 6 Induction Day for students on Thursday, 4 July 2024, so please save the date.
- Year 6 students will also be invited to Carleton High School for an additional transition days on Monday 15 and Tuesday 16 July 2024. This will support students in becoming more familiar with the school and with staff, and will also give them an additional opportunity to meet students from other primary schools and to start making new friends.
- Parents are invited to attend the Transition Celebration Event after school on Tuesday 16 July. We will provide your child's primary school with a copy of our Admission Form for you to collect and return to the primary school before the Easter Holiday.

In the meantime, please take a look at the transition page on our website, <https://carletonhigh.patrust.org.uk/year-6-transition/> which will give you and your child a flavour of life at Carleton High School and may answer any questions you might have.

In addition, I highly recommend that you follow us on Twitter @PATCarletonHigh, where we post regular updates about day-to-day activities.

If you have any queries regarding the transition to secondary school, please do not hesitate to contact us on 01977 781555 or email [admin@carletonhigh.patrust.org.uk](mailto:admin@carletonhigh.patrust.org.uk) and a member of our transition team will get back to you.

Once again, we cannot wait to meet your child and for them to begin the next phase of their education with us at Carleton High School.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'Mrs Shaheen Shariff', followed by a period.

**Mrs Shaheen Shariff**  
**Headteacher**