

April 2024

Dear Parent/Carer

**Admission to Copleston High School – Wednesday 4 September 2024
Britannia, Clifford Road and Sidegate**

We are pleased to write to you with regards to your child joining us at Copleston in September.

We look forward to your child arriving at Copleston and we aim to make the transfer from primary school as smooth as possible. We appreciate that this is an anxious time for children, but this is perfectly natural. In our experience, this apprehension usually disappears very quickly.

The links between Copleston and the primary schools are strong and the purpose is to prepare your child for a happy and successful transfer. Staff from this school may have already met with staff from the primary schools and the children joining us.

As part of the introductory process, we are pleased to offer new students the opportunity of spending two whole days at Copleston before joining us in September. Your child has been invited on **Monday 24 June / Tuesday 25 June**. He/she is asked to arrive at the main door into school at 8.20 a.m. in Primary School uniform. Pupils can enter the school premises via the gate on Heath Lane or via the gate in the alleyway between Britannia Primary and Copleston. During the two days there will be the opportunity to meet members of staff, attend some lessons in possibly new subjects and look around the school. It would be appreciated if you could ensure that your son/daughter brings normal writing equipment with him/her for the lessons. They will need their usual **PE Kit** on **Monday** together with sun hat, sun cream and water.

In accordance with school policy, we expect all the children to stay on site over the lunch period. On their first Induction day, all children will receive a free lunch. This will comprise a packed lunch or a hot meal. On Day 2, children can either bring their own packed lunch or will need to bring £2.20 for a school lunch from the canteen. Primary schools will inform us of those who receive a free lunch. **If your child has specific dietary requirements, for example, gluten free bread, please can you email the canteen directly at catering@copleston.suffolk.sch.uk**

We hope the days will provide the answers to many questions and allay any anxieties which are bound to be experienced on starting a new school. Above all, we hope your children will enjoy the experience and look forward to joining the school in September. Each day will end at approximately 3.10 pm. **If you are collecting your child at the end of the school day, please ensure that you have arranged a meeting point outside the school site so he/she knows where to go.**

We are pleased to invite you to a meeting, which is for parents/carers only, at the school on **Wednesday 26 June at 6 p.m. in the Sports Hall**. We hope you will be able to attend. There will be an opportunity for questions. You may find it helpful to read through the School Prospectus before the meeting. The purpose of the evening is to inform you about the key aspects which lead to a successful start at Copleston. You will receive a Parents' Handbook with essential information on the evening.

In September 2024, students will study French or Spanish, depending on the tutor group in which they are placed. For a very small number of students there may be a specific reason for studying a particular language (for instance, a parent may be a native of that country). If you wish to request special consideration on this issue, and have not already done so, please write a letter/email for the attention of Mr Green via mail@copleston.suffolk.sch.uk (by

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment

Monday 3 June) explaining the reasons why your son/daughter needs to study French or Spanish. For the most part, students will be placed in tutor groups based on advice from Primary School teachers and literacy and numeracy skills.

As last year's virtual platform was such a huge success, we will be offering this alongside pupils attending induction at the school. This will give you further information about key aspects, curriculum structure and pupil experience in our current Year 7. This virtual induction will also be for any pupils who cannot attend the Induction Days in school. More details of this will be available nearer the time.

We sincerely hope that your association with Copleston will be a long and happy one and that your child will enhance the good reputation of this school, built up over very many years by former Coplestonians.

Yours sincerely

A B GREEN
Principal

M NASERI (Mrs)
Leader of Learning Year 7

D PHEASANT
Transition Co-ordinator