



March 2024

Dear Parent/Carer

Congratulations

We are delighted to learn that your child has been awarded a place here at Poltair School for September 2024 and are excited that they will be joining us on the next stage of their educational journey.

We would like to take this opportunity to thank you for choosing us as your secondary school of choice and welcome you to Poltair School and the wider CELT (Cornwall Education Learning Trust) community. We would also like to share with you some useful information outlining the process we are undertaking to ensure a smooth transition for your child as they move from primary to secondary school this year.

We are currently arranging a combination of face-to-face visits and virtual transition meetings with relevant primary school teachers to come and meet students in their respective settings. These visits and meetings will help us ensure we know your child as well as we can academically, socially, and emotionally which will enable us to support them and to meet their needs.

It is important that all stakeholders engage in the transition process as much as, and as early as possible. Therefore, we ask for your support in this by engaging in conversations with your child about their move to Poltair School. As we know this can be an anxious time for some, therefore please try and make the conversations a positive experience by asking questions such as:

- What are you looking forward to?
- What are you most excited about?

We would also encourage you as a family to explore our website and Facebook page to gain a greater understanding of what Poltair School can offer.

- Poltair website <https://poltairschool.co.uk/transition2024>
- Facebook page <https://www.facebook.com/Poltairschool/>
- Instagram <https://www.instagram.com/poltairschool/>

Following these conversations and exploring the links above, your child may wish to write a letter sharing what they are most looking forward to at Poltair School. We would be delighted to receive these letters and ask that you email these to transition@poltair.cornwall.sch.uk.

It is also very important that we hear from you and your child, prior to September, therefore we have created two short surveys, one for you and one for your child to complete. These offer the opportunity to share key information which will support the transition process. Please click or scan the QR codes below.

Parent/Carer Transition Survey



Student Transition Survey





To ensure we have the most accurate essential information about each child it is a requirement for all parents/carers to complete the admissions form prior to a child starting at Poltair School. The admissions form provides us with essential information from medical conditions, dietary requirements and emergency contact details. For this reason, we are asking parents/carers to complete this as early as possible and have placed a deadline of Friday 24th May for this to be completed. [Poltair School Confidential Admissions Form](#)

To help with familiarisation, we are also offering a variety of opportunities for you and your child to see what the school has to offer. These include tours of the school and our amazing Friday Evening Transition event, which can be booked using the QR code opposite. Unfortunately, spaces are limited and can only be offered on a first come, first served basis.



In addition to these term time events, Poltair School will also be running a Super Sixes Easter holiday programme between Tuesday 2nd and Friday 5th April exclusively for children transitioning up to Poltair in September 2024. If you would like to book a place for this opportunity, please scan or click the QR code.

We would also like to inform you that Poltair School runs an extensive Time2Move holiday provision which is a great way for children to engage with peers who already attend the school or those who will be joining us in the future. Our Time2Move holiday provision runs from 10.00am – 2.00pm and cost £10 which includes a lunch (please note there is no charge for those students in receipt of Free School Meals). If you are interested in your child attending a Time2Move holiday provision in the future, please follow us on facebook and book via the booking page on Playwaze when advertised.

Finally, we would like you all to place the following two events in your diaries; further details regarding these will be shared nearer the time.

Monday 1st July will be our Transition Day where children joining Year 7 in September will spend the day with us here at Poltair School. During the day children will have the opportunity to ask questions, meet new friends who will be part of their tutor group, as well as taking part in exciting, timetabled lessons. This is then followed by our Transition Evening which starts at 6.00pm and will be an opportunity for you as parents/carers to ask any questions you might have and meet your child's Tutor, Pastoral Manager and Head of Year.

Tuesday 27th, Wednesday 28th and Thursday 29th August, we are pleased to inform you that Poltair School will be running a free Super Sixes Summer Transition Programme, focusing on supporting children on their journey into Year 7. The programme will be a blend of fun topics and enrichment activities. We encourage all students to attend to enable them to feel comfortable and confident when joining us.

I hope you can join us on Monday 1st July, however, should you have any questions or concerns, please do not hesitate to contact the transition team using the email address transition@poltair.cornwall.sch.uk.

Yours sincerely

Mr L Adams

Assistant Headteacher