

19th April 2024

Re. Pupil Transition to Lealands High School

Dear Parent/Carer

I am pleased to enclose our new student pack for your child who has been allocated a place at Lealands High School. This is the start of an important partnership between you and the school in the secondary education of your child. Please find enclosed details of upcoming transition events and information for your child's journey in secondary education. Please find in this letter:-

- **Welcome to Lealands Booklet** - A guide for students and parents new to Lealands including information on the school day, uniform, extended learning, rewards, behaviour and parental communication
- **Privacy Notice**
- **School Meals – Cashless System, including biometric facial recognition information**
- **Free School Meals**
- **Uniform Policy**

Further information about the school can be found on our website, including all relevant policies which should be adhered to and are regularly updated. Please familiarise yourself with these as acceptance of a place at Lealands means you agree to the application of these in relation to your child.

School Admissions Pack

The admission pack will be sent separately via DocuSign and will include the following documents for completing/signing:-

- **Admissions Form** - In the case of separated parents, please indicate on the admission form if the separated parent requires a separate copy of all school reports.
- **Home/School Agreement** - outlines expectations and responsibilities. Please read this carefully and discuss it with your child. This is an important document that forms the basis of the partnership which we feel will ensure success.
- **Student Consent Form: Photography/Internet/School Trips/biometric facial recognition** - The school automatically keeps, on file, school photographs of all students. However, we require parental permission before using photographs of students involved in school events. For example, photographs of the school sports team or the cast of the current production are often placed in the local press or in our Newsletter which is placed on the school website.
- **Acceptable use of the internet: Agreement for parents and carers**
- **Administration of Medication**
- **Cycling Code of Conduct** (*This is optional – please only complete if your child will be bringing their bicycle into school.*)

To request a printed copy please contact Mrs Bonnard (PA to Senior Leadership Team). Please complete all documents by Friday 24th May 2024

Lealands High School Summer School

You will be sent an invitation for your child to attend summer school from Monday 22nd July 2024 to Thursday 25th July 2024, 10am -2pm. The aim of the summer school is for students to continue their transition to Lealands by taking part in numerous PE activities; games; team building challenges; and benefit from access to our fantastic teachers and facilities. There is no charge for this.

Year 7 Transition Residential Trip - Manor Adventure Norwich - 11th - 13th December 2024

As part of the transition activities, to complete your child's first term at Lealands, we have arranged to take Year 7 on a residential activity course to Manor Adventure in Norwich from 11th December 2024 to the 13th December 2024.

It is well known that residential courses organised by schools are becoming increasingly invaluable as part of the National Curriculum. The Government has placed on record the beneficial effects on a child's progress that such courses provide. They offer new and exciting challenges and by living with their peers and working together in a team environment, help develop independence, confidence and an ability to recognise strengths and weaknesses in a constructive way.

The value of giving children the opportunity to try out new activities cannot be underestimated. From the physically weak to the strong, from slow to fast learners, everyone learns to respect and value each other's ability and their own.

At Manor Adventure, fully trained and qualified instructors, with the support of school staff, provide instruction in a full programme of activities in a safe, controlled and secure environment.

The activities available include: *Climbing, Abseiling, Fencing, Archery, Orienteering, Obstacle Course, Giant Canoe, Raft building and many more.*

The total cost of the visit to Manor Adventure is £125 which includes full board and accommodation, all instruction and activities, equipment and travel to and from the activity centre. Students will be required to bring a sleeping bag, pillow and enough clothes for the activities.

There will be further information available during the **transition evening on Wednesday 26th June**. We will be holding a Parents' Evening to discuss the visit during the Autumn term. This will give you the opportunity to find out more details and to have any queries answered. I do hope that your child will be able to attend.

A planned payment schedule is shown below. To reserve a place for your child, please make an online payment via bank transfer direct to the school for the initial non-refundable deposit, which **must be before Monday 31st May** in order to secure the booking. If you would prefer to make full payment, this is also an option.

Please note if you do not meet the payment schedule dates, your child's place may not be available.

- Wednesday 31st May - £50 first payment (Non refundable deposit)
- Thursday 29th June - £25 payment
- Tuesday 28th July - £25 Payment
- Thursday 28th September - £25 payment

To ensure your payments can be allocated you must use the following reference (using your child's details) when making a payment:

Y724Child's Last name Child's Initial of First Name, Date of Birth:

For example, if your child's name is Joe Smith and their Date of Birth is 03/10/2013, you would use the reference- Y724SmithJ03/10/13*

Payments are to be made via bank transfer and must be made to the following bank account

Account Name: Lealands High School

Account Number: 61393037

Account Sort Code: 60-13-28

Please send a confirmation email of payment to finance@lealands.luton.sch.uk so that this may be used for monitoring.

We understand that many people are under financial pressure at this time and may find it difficult to pay the full amount. If you would like information on payment options available please contact Mrs Chin who may be able to offer support (via admin@lealands.luton.sch.uk). Should you be in a position to contribute additional funds to help other Lealands families please contact us with details.

Further information and opportunities will be available at the transition events planned throughout this term. For further information about the centre, the activities etc. please check the website: www.manoradventure.com and you will be able to see for yourself how worthwhile and enjoyable these visits are.

Local Feeder School Transition Students Introduction Meeting

We have students joining us from over twenty primary schools this year. If your child is joining us from a local feeder school, we will be visiting them at their school to introduce ourselves during the week beginning Monday 3rd June 2024. This visit will be during the school day. Lealands' staff and students will deliver an assembly to the Year 6 students joining Lealands in September and there will be an opportunity for a question and answer session at the end of the assembly.

The schools we will visit are:-

- Bramingham Primary School
- Leagrave Primary School
- Parklea Primary School
- Pirton Hill Primary School
- The Meads Primary School
- Waulud Primary School
- Whitefield Primary School

Wider Feeder School Transition Introductory Meeting - Thursday 6th June - 4:30pm - 5:30pm.

If your child attends a different primary school to the list above, you and your child are invited to a wider feeder school introductory evening at Lealands High School on **Thursday 6th June 2024**. Following a short introduction, the students will be taken to a classroom and will have the assembly and question and answer session with their Head of Year for September 2024. At the same time, parents and carers will have a presentation from our transition lead in the Main Hall followed by the opportunity for a question and answer session.

Chromebook Scheme Information Letter

It is an expectation for every student in Year 7 to have a Chromebook when they start school in September. We are currently in negotiations with Educational Technology companies to try and secure the very best machines and deals that we can at the very best prices for you and your child.

Our goal is to ensure that we will be able to offer you a Chromebook specifically designed for school use, a carry case, three year warranty, comprehensive insurance and the associated Google licences for an estimated total cost of £300. The school will continue to subsidise all chromebooks to help keep the cost as affordable as possible. Further reductions will be available for those in receipt of Free School Meals.

We understand that the purchasing of a Chromebook is a considerable investment, however, we believe that the packages that we will be able to offer you will be exceptionally good value and will significantly improve your child's educational experience within the classroom and whilst completing their own independent studies.

You will be able to purchase the chromebook outright or use one of the flexible payment schemes that we have offered previously. If purchased outright, the Chromebook belongs to you and your child immediately. If using one of the payment methods, the Chromebook remains the property of the school until the balance has been cleared.

The school will contact you again in late May/early June to inform you of the purchasing process and how you will be able to secure a Chromebook through the school.

A further 'Bring Your Own Chromebook Device' option is available for any parents/carers who wish to utilise a currently owned Chromebook or purchase their own. If this is an option that you are considering, please contact Mr Cullum (Assistant Head) as soon as possible to discuss the required specifications and suitability of the Chromebook being considered as well as the one off school administration fee that will have to be paid for the required Google for Education licence and connection fee (there will be a one off £45 fee for the licence and connection fee). You can contact us by phoning the school or by emailing admin@lealands.luton.sch.uk making the subject line 'FAO: Mr Cullum'.

Tutor Group Allocation & Transition Information Evening - Wednesday 26th June 2024

Following our liaison with primary schools, each Year 6 student joining us in September will be placed into a tutor group for September in June 2024. Your child will be allocated a tutor in September who they will meet with regularly and who will oversee their education at Lealands, providing support in a range of areas.

To ensure you have all the information you require, as you may be aware, we have scheduled a Transition Information Evening in school on Wednesday 26th June for all parents/carers and pupils. There will be a presentation consisting of an introduction from myself, the headteacher and the Year 7 pastoral team, followed by a presentation and informal chat with a member of the school leadership team answering any questions you may have. Following this, there will be an opportunity to sample the food served in the school's Dining Area and meet some of our students.

Further information regarding this evening and your child's tutor group allocation will be sent to you by Friday 14th June 2024.

Year 6 Transition Day – Friday 5th July 2024

A Transition Day will be held at Lealands High School on Friday 5th July 2024. Your child should arrive at 9.30am and be collected or make their own way home at 2.30pm. Further details of this day will be provided at the Transition Information Evening on Wednesday 26th June.

Your child should either bring a packed lunch or buy a meal in the dining room (the cost of a set meal is £2.50). Meals will be provided for students who are entitled to free school meals.

Your child should attend in their normal school uniform but should bring trainers with them as they may be participating in PE or Performing Arts lessons.

Transition Partnership Work

Liaison with primary schools will continue throughout the summer term to ensure we are fully aware of any developments with students over the coming weeks. If we feel it is necessary, we will contact you on an individual basis to discuss any matters arising in more detail.

As part of this partnership, in June, a Transition Passport document will be shared with your child and their school. As part of the preparation for joining Lealands in September, we would like your child to complete the Transition Passports during the Summer term. The primary schools will support your child to complete part of the passport prior to Transition Day and they should bring this with them to finish on Transition Day.

Steps to Success Transition Award Scheme

To support the academic transition from primary to secondary school, we have prepared a number of challenges and activities between now and September for the students to complete. Depending on how many activities students complete, they can achieve a bronze, silver, gold or diamond award in September. These learning challenges are linked to topics in each subject that the students will be studying when they join us in September. If your child completes any of the challenges, please email us a picture of the completed challenge to transition@lealands.luton.sch.uk

To achieve the gold and diamond award, if they are able to, your child must attend the summer school and complete the literacy and numeracy tasks linked to the summer school over the summer holidays. Further details of the scheme and rewards will be discussed during the transition evening and can be found on the transition section of the school's website.

September 2024 Start Date

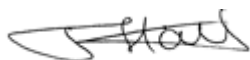
For Year 7, the Autumn Term starts on Wednesday 3rd September 2024. Year 7 students should arrive between 8.20am and 8.30am ready to start at 8.35am.

We understand that some students find it difficult to settle into secondary school, especially when they do not know many people. We hope that these activities and resources we have prepared allow for a positive transition over the coming months.

Please do not hesitate to contact us if you have any queries regarding any of the above information by emailing admin@lealands.luton.sch.uk. This address is monitored daily and your query will be passed to the appropriate member of staff who will contact you as quickly as possible. Please can you clearly state your name and telephone number to ensure we are able to speak with you to resolve your query.

We recognise this is a great deal of information, but please be assured our staff are here to help, including with any concerns you may have about the costs outlined above.

Yours sincerely



Mr J Hall
Assistant Headteacher