



WB/ch/Admission/Yr6-7/meet the tutor Ltr

May 2024

Dear Parent/Carer

RE: Welcome pack & Meet the Tutor Evening at Queen Katharine Academy

It has been lovely to meet most of your children on our 'Transition Visits' throughout the last few weeks. Well, done to your child on sitting their SATs, we know it is a very important test and wish them the best on their results later in the year. We know that good relationships and communications are essential in supporting students to achieve their potential. Therefore, I would like to invite you and your child to our **Year 6 Meet the Tutor Evening** on:

Thursday 13th June from 3:45-5:00pm at Queen Katharine Academy

Schedule:

3:45pm Sign in and short presentation in the theatre

4:15pm Meet the Tutor ahead of Transition Days

Your child's tutor is their champion in school. Their tutor will see them every day of their school career and be your main point of contact at Queen Katharine Academy. We understand that starting Secondary School can be a daunting experience, both for the children and parents and we want to provide you with the appropriate information and contacts so that you feel prepared for your child's next step. You will meet the tutor, be able to see which room your child will be tutored in, alongside the allocated breakout area for year 7 students at lunch time and receive information about your child's **Transition Day on Wednesday 3rd July 2024**.

For their Transition Day, please ensure that your child has their bag, including a packed lunch, bottle of water, pencil case and that they are wearing their current primary school uniform. The times of the Transition Day are:

Arrival in Queen Katharine Academy Theatre *from 8:20am. (this is before you reach the reception there are 2 grey doors on the right side which will be open)*

08:40 – Start of the day.

14:30 – End of the day. Please arrange to collect your child as we allow them to leave the academy from the theatre (just before reception) which heads towards the car park.

Thank you for being proactive in accepting your place here at Queen Katharine Academy and completing our online admission forms. If you still need to send in any documentation, or you still need to accept your child's place at QKA you can either email admissions@qka.education or Telephone 01733 383888.

We have also attached to this letter our Welcome pack. This pack includes lots of information about Queen Katharine Academy for yourself and your child to look through before you start here at Queen Katharine Academy. This should provide you with an understanding of the day to day running of the Academy and what to expect when you start here in September.

We look forward to seeing you on the 13th June 2024.

Yours sincerely

Will Baines

Melissa Stapleton

Mr Will Baines
Assistant Principal

Mrs Melissa Stapleton
Year 7 Progress Leader