



Melksham Oak Community School

Bowerhill, Melksham
Wiltshire SN12 6QZ

Tel: 01225 792700

Fax: 01225 790759

Interim Principal

Aidan Blowers

www.melkshamoak.wilts.sch.uk

May 2019

Dear Parent/Carer,

We are delighted to have received notification from the Local Authority that your child is to join us in September 2019 as part of our next Year 7. We look forward to meeting you later in the year if we have not already had that opportunity. I know that many of you have already been introduced to our site, and some of our staff, through the Working Together evenings.

Induction - We have planned a carefully considered induction for your child. Having visited during Year 5, pupils will join us again on **Tuesday 2nd July** to experience a typical secondary school day. Pupils should arrive wearing a white shirt or t-shirt, with their primary school uniform trousers or skirt for an 8.30am start. Please ask your child to report to the Year 7 outdoor social area. Pupils can be collected at 2.45pm from the car park. Please can you provide a packed lunch for your child. If your child is entitled to free school meals, our canteen staff will prepare a packed lunch for them. Please e-mail Miss Furnivall (furnivallj@melkshamoak.wilts.sch.uk) with their preference for ham, tuna or cheese sandwiches.

On **Tuesday 2nd July** at 7.00pm, you as parents are invited to meet your child's group tutor. This will be an opportunity for you to tell us anything that you feel we need to know, and to learn something of the way things work here. Due to limited space in the Assembly Hall we would be grateful if your son or daughter did not accompany you on this evening.

Information Evening - On **Thursday 5th September** at 6.30pm there will be a Year 7 Information Evening. Information will be shared with you about how to use Parent Portal (our primary method of communication) and Show My Homework. There will also be a presentation about the Year 7 House Camps.

Tutor Groupings - Starting at secondary school is an opportunity to make new friends and to broaden horizons. We like to build our tutor groups so that pupils can mix with pupils from different schools; we have found this to be an effective way to break down barriers and helps to settle pupils quickly. We recognise that this may be difficult for some pupils, but feel that the structured induction will give pupils an opportunity to meet their new tutor group and start making new friends. Wherever possible, pupils will be put in a tutor group with at least one other pupil from their own primary school. All tutor groupings are made sensitively and using recommendations from primary school staff. Please note your child will, if applicable, be placed in the same House as their older siblings.



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Uniform – We are proud of the new changes we have made to our school uniform; you will find a list of what is required enclosed with this letter. It may be advisable not to buy uniform too soon as children of this age grow so quickly and it may be too small before it is needed.

Free School Meals - If you are eligible to claim Free School Meals for your child, it would be helpful for you to notify your child's tutor at the new Parents' Evening on the 2nd July. The school has a number of grants that it can offer to those who are eligible for free school meals; uniform costs and school visits can be subsidised as well.

School Terms and Dates - There is clear evidence that absence from school, for whatever reason, lowers a child's potential to do well. For that reason, we are very grateful when parents work hard to plan their holidays to avoid taking their children out of school. In order to help you plan early, you may be interested in the following term dates for next year:

TERM 1

Begins Wednesday 4th September 2019
Ends Wednesday 23rd October 2019

TERM 2

Begins Monday 4th November 2019
Ends Friday 20th December 2019

TERM 3

Begins Monday 6th January 2020
Ends Friday 14th February 2020

TERM 4

Begins Monday 24th February 2020
Ends Friday 3rd April 2020

TERM 5

Begins Monday 20th April 2020
Ends Friday 22nd May 2020

TERM 6

Begins Monday 1st June 2020
Ends Wednesday 22nd July 2020



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Year 7 House Camp - The Year 7 House Camps take place at Brokers Wood, near Frome. The aim of the camp is for everyone in their new tutor groups to get to know each other. The pupils will be camping in school tents which will offer a great opportunity for them to make new friends. Over the course of 2 days they will take part in a number of different activities, including: Canoeing; High Ropes; Orienteering; Den Building and Problem Solving. Further details will be shared at the Information Evening on Thursday 5th September.

Sharing Information - We are keen for you to share information with us about your child which will help us to get to know them and be able to plan an appropriate transition package. Please can you send Miss Furnivall "Everything I'd like you to know about my child in 100 words or less" by email (furnivallj@melkshamoak.wilts.sch.uk) or letter by **Friday 7th June**.

I am delighted that your child will be joining us in September. Please do not hesitate to contact Miss Furnivall, Assistant Principal, if you have any queries in the meantime.

Yours sincerely

Alan Henderson
Principal (incoming)