



1 March 2021

Dear Parent/Carer,

Entrance to Ridgeway Academy – September 2021

I am delighted to hear that your child will be joining Ridgeway Academy in September 2021 and look forward to watching their progress in the years to come.

We have a very successful induction programme for all students transferring to Ridgeway, and I am sure this will help new starters settle quickly into secondary school life. Last year, the induction process was delivered remotely. The 'Road Map' for recovery outlined by the Government on 22 February suggests we will be able to revert to our normal physical process as outlined below. If, for any reason, there needs to be a change made to this plan, we will let you know in good time.

The induction programme involves five core activities:

- an **Induction Evening on Monday 28 June at 6.00pm or 6.45pm** for you and your child to hear more about the school, the induction process and ask any questions you may have.
- an **Induction Day on Thursday 8 July (8.25am)** for all children joining Ridgeway Academy at Ridgeway.
- between **April and June**, a visit by us to all primary schools to talk to your child and their class teacher in order to gather essential academic and other information.
- Between **April and June**, a member of the Senior Leadership Team will host a personal meeting with each family to find out a little more about your child and to answer any initial questions you may have. Further details about this meeting will be sent to you.
- first day of term for Year 7 is on **Thursday 2 September 2021 (8.25am)**.

If you require guidance about meeting dates or other operational issues, please contact Mrs Jo Airey, the school's Student Liaison Officer for Year 7. If you need advice about learning issues, please contact Mr Steve Booth (Assistant Headteacher) or Mrs Merideth Tinker (Director of Learning for Year 7). Form tutors will be allocated to classes in the summer term and your child will have the opportunity to meet their Form Tutor and the other members of their form during Induction Day on 8 July. From this date, you can contact your child's tutor about learning issues.

Early in the Summer term you will receive an information pack including details of how to complete the online registration documents required in preparation for your child's transition to Ridgeway Academy.

The **Induction Evening**, on 28 June, will be in the main school hall and have a staggered start at either **6.00pm or 6.45pm** depending on your surname. Further details of your specific start time will be advised near the date. You will have the opportunity to meet staff, members of the Governing Body and other parents like yourselves.

The evening will involve some short but informative talks by various people, an opportunity to view school uniform and a time to talk individually with staff and parents if you so wish. It is also the time to discuss any learning needs your child may have. It is essential that you attend this evening. **You should attend only with your Year 6 student due to limited space in the hall.**

Detailed information about the **Induction Day**, on Thursday 8 July, for children will be given at the Induction Evening.

You will be able to keep up to date with events and news at Ridgeway including our regular newsletter called **Ridgeway News** at www.ridgeway.herts.sch.uk.

I would like to take this opportunity to wish you and your child every success and the start of a very happy partnership with Ridgeway Academy.

Yours sincerely

A handwritten signature in black ink, appearing to read 'S Mitcherson', written in a cursive style.

Sarah Mitcherson
Headteacher