

Monday 6th September

Dear Year 6 Parents,

SECONDARY SCHOOL TRANSFER MEETING
THURSDAY 16th SEPTEMBER 2021

Choosing the right place for your son or daughter is a crucial decision and at Cranford Park Academy we are keen to provide you with support during this important process. Therefore, at **6.00 pm on Thursday 16th September 2021** we will be organising a secondary transfer evening for Year 6 parents. At the meeting I will talk you through the application process and will answer any of your individual concerns.

I cannot over-emphasise how important your attendance at this meeting is.

Those of you who already have a child at a secondary school must make a new and separate application for your child who is presently in Year 6. Your child will not automatically be given a place at the same secondary school.

If your first language is not English or if you have general literacy difficulties, I am happy to help people with the application forms. We have members of staff who speak a number of Community languages (e.g. Punjabi, Urdu, Hindi, Gujarati, Somali, Farsi and Arabic). They will be happy to help as well. If you require this service, please telephone Mrs Margaret O'Donovan on 0208 573 3453.

I am keen to have this meeting in person in the downstairs hall but would ask that each family only sends one adult to the meeting please to limit numbers and help to keep everyone safe. Unfortunately it will not be possible for children to come to the meeting on this occasion, again to keep everything as covid-safe as possible.

I very much hope you will be able to attend.

Yours sincerely,

Sarah Evans
Principal

Secondary School Transfer Evening 6.00pm Thursday 16th September 2021

- I will be able to attend the meeting
- I will not be able to attend the meeting

Child's Name _____

Class _____

Signed _____

Date _____