

3<sup>rd</sup> June 2025

Dear Parents/Carers,

## Transition Day

On Tuesday 1<sup>st</sup> July, Year 6 students are invited to spend the day with us to experience what a school day will look like.

During the day students will participate in the following activities:

- An assembly held in the main hall
- A chance to ask questions in smaller discussion groups with Mr Anstee-Parry
- A carousel of transition activities with Holbrook Academy staff
- An opportunity to meet key staff including form tutors
- A guided tour of the school with prefects

We have arranged for all students to have a free school lunch on 1<sup>st</sup> July. This will include a main course of macaroni cheese, hot dogs, jacket potato with beans and a cookie and drink. If your child has any special dietary requirements please use the comment box on the Form to advise us. Your child should bring additional drinks and snacks for the day.

The Academy day starts at 8.30am and finishes at 3.15pm. However, on this day, students who are not travelling by bus should be **dropped off at 9am** and **picked up at 2.30pm** to avoid congestion on the school site. Students should wear their normal school uniform for this day.

## Transport

If your child is eligible for school transport you will already have been informed by Suffolk County Council. If you have opted in and accepted this offer your child will be able to use the school bus service to travel to and from the Academy on 1<sup>st</sup> July. Timetables are available on [www.suffolkonboard.com](http://www.suffolkonboard.com).

If your child will be using the public bus service, Ipswich Buses operate the routes. Fare and timetable information is available on their website.

If you are collecting your student at the end of the day please wait in reception. Children who are **not** travelling on the bus service must be collected at 2.30pm.

Children travelling on the school bus service will leave at 3.15pm, the end of our school day.

## Transition Evening

On Thursday 3<sup>rd</sup> July, we will host a Transition evening for parents/carers, starting at 6.30pm in the main hall. This will give you an opportunity to meet key staff, get an understanding of the rhythm and routines of our school including the progress, attainment and behaviour systems, attendance monitoring, uniform and much more.

**Form Group Choice / Additional Information**

It is important for us to have as much information as possible about who your child would like to be in a form with or who they do not want to be in a form with. Below is a link to a Google Form that gives you the opportunity to share this crucial information with us about your child. It also asks if you would like to receive an individual phone call or meeting about your child, important contact and medical information for the Transition day, as referred to above.

**[Transition Day : 1<sup>st</sup> July 2025](#)**

Please complete this form by 23<sup>rd</sup> June at the latest.

We have adapted our transition programme this year to focus on creating opportunities for individual conversations for families and consequently are not visiting all primary schools as we have done previously.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'C. Elliott', with a stylized flourish at the end.

Claire Elliott  
Headteacher