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18 June 2026

Dear Parents/Carers

Thank you to everyone who joined our Transition Webinar on Wednesday evening. It was lovely to meet so many families and we hope that seeing some familiar faces has already helped your child feel excited and confident about joining us at Looe Community Academy. We are really looking forward to welcoming our new Year 7 students for their transition days and helping them feel part of our school community.

Transition Dates are:

Monday 6 July

Tuesday 7 July

Why Are There Two Transition Days?

We would like *all* students to attend *both* transition days. Having two days with us helps children settle in, get used to the school routine and build relationships with staff and other students before September. Starting secondary school is a big step, and we want children to feel as prepared and comfortable as possible.

Having two days allows students to:

- Meet their tutor and spend time with their tutor group
- Get to know key members of staff
- Experience a range of lessons
- Practice moving around the school site
- Make new friends
- Build confidence before September

Tutors will spend time with their groups throughout both days and will support students as they begin to settle into life at Looe Community Academy.

Arrival and Collection

Students should arrive through Reception each morning **by 8:40am**. Please note that parking on site is very limited, so if you are dropping your child off by car, we kindly ask that this is done quickly and safely before 8:20am as buses then arrive and cars block the bus route.

Many students may choose to:

- Travel by school bus
- Use public transport
- Walk to school

Students are encouraged to practice their journey to and from school where possible. Our Breakfast Club will be open from 8:00am on both transition days for any Year 6 students who need to arrive early.

What Will Students Do on Transition Day?

Monday 6 July	Tuesday 7 July
<i>Students should wear their Primary School uniform</i>	<i>Students should wear their Primary School PE kit</i>
Activities will include: <ul style="list-style-type: none">• Welcome Assembly• Tutor Time• School Tour• Maths• Drama• Music• Food• Break and Lunch - Students will have access to a designated outdoor area where social activities will be available. Our Year 7–10 Student Leaders will also be there to help and support students throughout the day.	Activities will include: <ul style="list-style-type: none">• Welcome Back Assembly• Tutor Time• English• PE• Art• History• Science• Break and Lunch - Students will again have access to the designated transition area with activities and support from Student Leaders.

What Should Students Bring?

Monday 6 July	Tuesday 7 July
<ul style="list-style-type: none">• A snack• A drink• Pen• Pencil• Ruler• Eraser• Arrive at school wearing their Primary School uniform• A jumper and/or coat if needed	<ul style="list-style-type: none">• Equipment/snack/drink as per Monday• Arrive at school wearing their Primary school PE kit

Lunch Arrangements

Students can:

- Bring a packed lunch, or
- Bring money to purchase a school meal

Students who are entitled to Free School Meals will be provided with a meal on both days. We will receive this information directly from Primary Schools. Free School Meal students are entitled to £2.75 for their lunchtime meal, which is the cost of a meal deal at lunchtime that consists of a main, a dessert and a drink. If your child wishes to purchase anything to eat at break time, they will need to bring in some additional money. To help students settle in, transition students will have an earlier lunch and a dedicated space to eat and socialise.

Moving Around the School

We know that secondary schools can feel much bigger than primary schools. Throughout both transition days, students will be supported as they move around the site. They will be shown where key facilities are located and will be accompanied between lessons by staff and Student Leaders before other students move around the school. This helps children build confidence and become familiar with the school environment.

Year 6 Induction Evening

We would also like to invite parents and carers to our Year 6 Induction Evening on Tuesday 7 July (the evening of your child's second transition day) at 6:00pm in the Main Hall.

This is a great opportunity to hear from Headteacher Mr Paul Boyes and the Transition Team, find out more about September and ask any questions you may have. The Inclusion Team and tutors will be on hand, and you can also access uniform (blazers) to try on for size.

Have You Completed These Two Important Forms?

Thank you to families whose children have completed the 'All About Me' form. We use this form to find out which friends your child would like to be with, their hobbies, interests and how they best learn. If you are yet to complete this, please do so ASAP as this information is also being used to help us create tutor groups. **We will create tutor groups by Monday 22 June.** Please click [here](#) to access and complete the 'All About Me' form with your child.

Thank you also to those who have completed your Admission Form. We **must** have a completed Admission Form for your child – without this we will be unable to admit them onto to the school roll. If you have not already done so, please complete this form [here](#).

We are incredibly excited to welcome your child to Looe Community Academy. Our aim is for every student to feel safe, supported, excited and ready for a successful start to secondary school.

If you have any questions, please do not hesitate to contact the Transition Team.

We look forward to meeting everyone again soon.

Yours faithfully

The Looe Community Academy Transition Team

Kate Jackman, Deputy Headteacher
Hayley Gardner, SENDCO
Sam Day, Associate SLT/Performance Lead
Gemma Riley, Head of Year 7 and 8