

TRINITY CHURCH OF ENGLAND HIGH SCHOOL

"Faith in the City, Value in People, Excellence in Education"

Higher Cambridge Street, Manchester, M15 6HP
Tel: 0161 212 1900 Fax: 0161 227 9691
Email: office@trinityhigh.com Web: www.trinityhigh.com

TRINITY
CHURCH OF ENGLAND
HIGH SCHOOL



HEAD: Julian R. Nicholls B.Sc., M.A.

April 2021

Dear Parent / Guardian,

Transition: Important Information

My name is Suzanne Brooks and I am the Head of Transition.

I am delighted that you have chosen Trinity Church of England High School and that your child has been offered a place to start with us in September. My role is to make sure that all our new students have a positive start to their secondary school education. This letter is to inform you of the transition process and includes details of our planned Summer School.

New Intake Day

I have arranged for your child to spend a day at Trinity on **(your letter will indicate which date your child is due to attend. Your child's primary school has also been informed of the date)**. This is to enable your child to get to know the school and meet some of the students and staff. During the day your child will be taking part in a number of activities. Students must arrive at 8:15am for an 8:30am prompt start. Please note that 8:15am is the earliest arrival time. Students will be dismissed at 3:15pm.

Students are required to wear their primary school uniform during the New Intake Day and will need to bring a packed lunch and a pen, pencil and ruler in a school bag. Students may also wish to bring a pair of trainers to change into at lunch time.

I would like to take this opportunity to invite you to attend an introductory meeting with myself and Mr Nicholls, Headteacher, on the same day. The meeting will take place in our Sports Hall and will be from 2:45 to 3:15pm which will enable you to meet your child at the end of the day. Please confirm your intent to attend by emailing Louise Quinn at l.quinn@trinityhigh.com or ringing her on 0161 212 1907.

Summer School – Monday, 26th July – Friday, 30th July 2021

As part of our transition programme we will be running a one week Summer School from Monday, 26th July to Friday, 30th July. Students will take part in a series of different workshops covering both academic and enrichment activities that will be engaging and interactive.

Attendance at the Summer School will allow our new Year 7 students to get to know the building, the staff and most importantly each other so that when they start at Trinity in September, they will already feel confident and ready to learn. Students will be based in the 'form' groups that they will start in September.

The timings of each day will be 8:45am until 3:00pm. Lunch and a snack at break will be provided. Students may wear their own clothes but must wear or bring a pair of trainers with them.

If you would like your child to attend, then please complete the enclosed reply slip and return it to me in the freepost envelope. Alternatively, you can scan the reply slip and email it to Louise Quinn at l.quinn@trinityhigh.com. Ideally, I would like your child to attend for the full five days to have the maximum experience. However, if there are extenuating circumstances as to why your child cannot do every day please note this on the reply slip.

To ensure your child receives a place on the Summer School please return the reply slip no later than Monday, 17th May. We need to have numbers in advance to allow us to plan the catering and staffing. We are also planning to provide each child attending with a t shirt so please can you indicate the size required on the reply slip.



If you accept the place, I will contact you with further details and confirm all of the arrangements during the next half term.

In the meantime, if you have any questions please do not hesitate to contact me on 0161 212 1900 or email me at s.brooks@trinityhigh.com

Yours sincerely,

S. Brooks

Mrs Suzanne Brooks
Head of Transition

Trinity Church of England High School – Summer School 2021

Reply Slip

Please return in the freepost envelope to Mrs Brooks no later than Monday, 17th May 2021

- My child will attend the Summer School every day from Monday, 26th July to Friday, 30th July
- My child would like to attend Summer School but will be unable to attend on:

Date: _____

Reason: _____

T Shirt Size

Please tick the size your child requires:

9-11 (32 inches)

12-13 (34 inches)

14-15 (36 inches)

Name of child: _____
(Please print your child's full name in capitals)

Name of Primary School: _____

Signed: _____ **Parent / Guardian**