

COCKBURN SCHOOL

Specialist status in the Performing Arts



Executive Headteacher Mr D Gurney BA (Hons) / NPQH / NLE
Head of School Mr R Dixon BSc (Hons) / NPQH

22nd April 2021

Dear Year 6 Parent/Carer,

Re: Year 6 Transition to Cockburn School

It is an absolute pleasure to welcome you to Cockburn School and to send our congratulations to your child on being accepted into our new Year 7 cohort. We are excited about the opportunity and prospect of working with you and your child and look forward to a happy and productive school life. I hope this introductory letter finds you and your family safe and well during these times.

We are in the process of working alongside government guidelines and with our local primary school colleagues to finalise our transition plans and events over the coming weeks. Rest assured we are gathering information from our primary school colleagues regarding your child and look forward to confirming further details of our events in due course that will allow them to have a smooth transition to Cockburn School.

Provisional dates are as follows:

- **Transition Day Tuesday 6th July 2021** (students visit Cockburn School for a period of time during the school day)
- **Transition Evening Thursday 8th July 2021** (for students, parents and carers)

Next steps- Applicaa Admissions form

The next stage of the transition process is to complete an online admission form which captures all the required information for your child/ward. This will enable us to admit your child on our school role in September. You will receive a welcome email within the next two weeks from Applicaa inviting you to log on the Applicaa website and complete the admission form, EVH2 form and Home School Agreement form. In this email you will be given log on details to access the Applicaa website. Please log in and complete the forms as soon as possible.

If you experience any problems, then please email transition@cockburnschool.org

We will contact you again in due course with further details and information regarding your child's education with us at Cockburn School. You will be given comprehensive details of everything you need to ensure an excellent start to your child's life at Cockburn.

If you have any questions please do not hesitate to contact the following staff via transition@cockburnschool.org or via telephone on the main school number.

- Mrs Victoria Armitage - SLT Transition lead
- Mrs Sharon Simpson - Head of Year 7

In the meantime, we hope that your child is working very hard preparing for their end of year assessments, and we would like to wish all students the best of luck for a positive final term in Year 6.

Yours sincerely,

Mr D Gurney
Executive Headteacher

Mr R Dixon
Head of School

Parkside, Gipsy Lane, Leeds LS11 5TT

Tel 0113 2719962

info@cockburnschool.org

www.cockburnschool.org