

## **ADMISSION TO OUTWOOD GRANGE ACADEMY – SEPTEMBER 2023**

Dear Parent/Carer

It gives me great pleasure to welcome you to Outwood Grange Academy and I am delighted that your child is to join the Academy in September 2023. I hope that the time they will spend here will be both happy and memorable. It is our ambition that every student leaves here a confident, successful and responsible young adult.

We will shortly be starting the process of transition with visits to our Academy site, these will commence the week beginning 26th June. It is our intention that your child will have two visits to the Academy, so that they can familiarise themselves with the school. We will also be holding a Parents Information Evening on 11th July, this will enable all parents/carers to visit the site and ask any questions you may have.

We also regularly meet with Primary School Head Teachers and will ensure that we work closely with them to avail ourselves of all the teacher assessment, test information and any other relevant details regarding how we can best support transition to the Academy. As I am sure you are aware, the Academy is part of the Outwood Grange Academies Trust and we are excited to be part of such a successful Trust and the impact the support will have on all of our students.

Over the next few weeks there will be a number of transition resources and information provided by the Academy. Firstly, we will be sending a link to a google form for you to complete, this will contain information regarding key data required for admissions to OGA. In order to access this we need to collect an email address from you to send the form. Please can you complete the transition details form with all the personal details for your child. This must be completed by 15th May, follow this link to complete an online version of the form which can also be found on our website. [Transition Collection Form](#). You will need this unique passcode to complete this form, this can be obtained from your Y6 Transition contact at your primary school. If you have any questions please contact us via the transition email address below.

We know both students, parents and carers will have many questions to ask and have included lots of helpful resources on our transition website, to allow you to see what life at the Academy will be like and to help allay any fears or worries. [Transition website](#). Future information will also be sent electronically via the email address you provide on the Student Data Collection form. It is crucial we get all of the details from you, so we can keep you in the loop with any key information and initiatives.

If your child has a Statement of SEN or an EHCP Plan and you have concerns regarding additional support that they may need for transition, please contact Tom Marris [t.marriss@grange.outwood.com](mailto:t.marriss@grange.outwood.com)

### **Free Year 7 Starter Uniform Bundle**

As part of this transition, all new Year 7 starters are issued with a free bundle of Outwood uniform from our supplier, Trutex, consisting of:

- 1 blazer
- 2 white shirts
- 1 pair black trousers or skirt
- 1 tie
- 1 PE rugby top
- 1 PE polo top
- 1 PE shorts
- 1 PE socks

To place your order for uniform, please look at the Trutex booklet attached here: [Uniform booklet](#)

### **The deadline for uniform orders is 14th May.**

I fully understand that moving to secondary school is a big step and I can assure you that we will do everything possible to make sure the transition is smooth, safe and supportive. I know many parents/carers have other children here, have visited an Open Evening or taken up the offer to visit during the Academy day. If you do have any specific concerns regarding your child we will be holding a Y6 Information Evening towards the end of the academic year where you can speak directly to staff or you can contact us on our dedicated email at [transition@grange.outwood.com](mailto:transition@grange.outwood.com)

For further information about the work of the Academy, please take the opportunity to visit our main academy website: <https://www.grange.outwood.com> where you will find lots of relevant information. You can also follow us on Twitter @OGACADEMY.

Finally, I would like to take the opportunity to thank you for choosing Outwood Grange Academy and assure you that the staff here will do everything possible to ensure your child is safe, happy and achieves their full potential in all aspects of their learning and development.

Yours faithfully

Mr Andrew Downing  
Principal