



Ref: Students/Admissions/NewIntake/PLet

May 2023

Dear Parent/Carer

New Intake Evening – Tuesday 4th July 2023

We are delighted that your child has been allocated a place at Culcheth High School for September this year. If this is your first child to come to us we look forward to developing a close relationship with you so that we can work together in the best interests of your son or daughter.

The purpose of this letter is to invite you to our **New Intake Evening on Tuesday 4th July 2023**. The Induction Evening for parents will start promptly at 5.30pm and parents are requested to register from 5.00pm in the School Hall. Unfortunately, because of restrictions on space we can accommodate only one parent from each family on this occasion. The evening will allow us to give you information about our arrangements for new students and to give you the opportunity to meet key staff and to ask any questions you may have. **This evening is for parents only.**

Included in your pack is a range of documents and in particular information about school uniform. Also enclosed in the pack are a **Data Collection Form**, a **Photograph Consent Form** and a **Biometrics Consent Form**. Information about all forms is contained within this pack. **Please check and sign these three forms accordingly and return to the school office by Friday 19th May 2023.**

It is crucial that all documents are returned to school BEFORE the Induction Events in July. Due to the introduction of Natasha's Law in October 2021, it is imperative that your child's dietary requirements and allergens are known to the school. Our catering provider will not be able to serve food to your child on the Induction Day, if you have not completed and returned these forms.

Culcheth High School is a Google Reference School and we use Google Classroom to provide information to student as part of the transition process. In this letter, you will find details of the Google Account that we have set up for your child, so that we can use it to communicate key information and make you and your Year 6 children a part of our Culcheth High School Community.

The Google Mail details for your child are as follows:

Gmail Address:

Password:

*Please note that the password is case sensitive

Year 6 children can access a virtual Google Classroom where they will receive welcome messages from our Year 7 Progress Leader, 'School Life' information from current Year 7 students and have opportunities to ask any questions that they may have about Culcheth High School. Instructions on how to access Google Classroom are included in this pack.

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In order for our new students to familiarise themselves with the school, we are inviting them all to join us for a full day during the summer term. The date for this visit is **Wednesday 5th July 2023**. Students will start school at 8.40 am and should report to the School Hall promptly. We realise that some children will travel on the school bus both to and from school. The day will finish at 3pm. Some students waiting for parents to collect them will be supervised until 3.20pm. The children should wear primary school uniform.

We have planned an exciting programme for the students and the day will allow them to become familiar with the site, lunchtime routines and a range of staff. As the students will take part in a range of activities, we request that they bring some basic stationery (pen, pencil, ruler, rubber). Students may bring a packed lunch or £2.50 to buy a school lunch, and the spending limit is £5.00 per day. Arrangements will be made for those students who normally receive free school meals in their Primary School.

We look forward to meeting our new students and feel sure that they will benefit from their visit. If you decide not to take up this place, please contact Warrington LA or Culcheth High School as soon as possible. If you require any further information, please do not hesitate to contact us.

I look forward to seeing you on Tuesday 4th July 2023.

Yours faithfully



C P Hunt (Mr)
Headteacher

Enclosures:

Google Classroom and Gmail instructions

Data Collection Form **(to be returned to the School Office by Friday 19th May 2023)**

Data Protection Legislation

Privacy Policy

ICT Information Pack

Cashless Catering & ILC Security System Letter

- Biometrics Consent **(to be returned to the School Office by Friday 19th May 2023)**

Photograph/Student Work Letter **(to be returned to the School Office by Friday 19th May 2023)**

Inclusion Letter

Behaviour Policy Statement

Holiday Dates 2023-24

School Uniform Information