

June 2019

Dear _____,

I am delighted to welcome you officially into Year 9 and it is with great pleasure that you become part of **Ferndown Upper School**

My name is Mrs Hicks and I will be your Head of Year for the next 3 years. Your new tutor group will be _____. Your tutor's name is _____. House is coloured _____.

I wanted to take this opportunity to let you know of some key points of interest that are coming up in preparation for your start with us in September.

On **Thursday 4th July at 6:30 – 7.30pm** is the **new parents' information** evening where your parents will meet me and other important members of staff, along with the parents of the other Year 9 students. This will include general information regarding systems here at Ferndown Upper School as well as the opportunity to meet your Head of House and some of the tutors in your House. Mr Tresman (SENCO), Mrs Lock (Head of Year 10), Mr Collins (Head of Year 11) will also be available to answer any questions you may have. **The evening will be in two sittings.** The first group will be in the hall for a **presentation at 6:30pm** with the Head Teacher, Deputy Heads, Head of Year and Mrs Milsom. Once the hall has reached capacity, or 6:30, whichever happens first, the other parents will be asked to go to the Café. This other group can informally meet other important people and get answers to those all important questions that they may have. There will be a chance to talk about the structure of the day, uniform, using G4S, what activities does the school have to offer as well as a chance to meet the Pastoral Managers and the SENCO. Then **sitting 2 will be at 7pm** in the hall, giving the other group the opportunity to meet in the café.

Students do not need to attend this evening.

Friday 5th July at 8.20am is the first day of the transfer experience. Your day will begin at 8.20am in the Main School Hall at FUS.

Your programme for the day will be:

<p>FRIDAY 5TH JULY</p> <p>Arrival 8.20am</p>	<p>All students should gather in the main hall, where you will find stations marked alphabetically, go to your station and collect your information sticker for the day. This sticker has your teaching group on it and is important as you will be in this group for the day. You will then be asked to sit in houses and new tutor groups. A member of your new tutor group will come and collect all of you and take you to the tutor room.</p>
<p>TUTOR TIME & Lesson 1</p> <p>8.30am-9.50am</p>	<p>This will be a longer than normal tutor time to allow you and your tutor group to take part in some activities designed to make you feel at home as well as being given your transfer booklet and timetable for the day.</p>

LESSON 2 9.50am-10.40am	After tutor time has finished you will be dismissed into teaching and learning groups to go to lesson. The timetable will tell you what subject you have, who is teaching it and where it is located.
BREAK 10.40am-11.10am This has been extended by 10 minutes for today only	All transfer students are allowed to purchase hot food and snacks from the canteen. Any student eligible for free school meals can give their name to one of our checkout operators who will deduct the standard amount from the total food bill. Break time is a great opportunity to find the toilet, catch up with friends and find out where your next lesson is going to be!
LESSON 3 11.10am-12.10pm	When the bell goes at the end of break time you will need to check your timetable and head off to your next lesson.
LESSON 4 12.10pm-1.00pm	If you're not sure of where to go next, ask your teacher of lesson 3 to point you in the right direction. There will also be lots of staff and 6 th Form students around to help you find your way. You will be in the same group so stick with those who have been in lessons with you already.
LUNCH 1.00pm-1.40pm (also extended by 10 mins)	Slightly extended lunch, long enough to fill up your water bottle, get some more food and chat with friends and yes, you are allowed to use your mobile phone at lunchtime, please be sensible! Remember no photos.
LESSON 5 1.40pm-2.40pm	The bell will sound for the end of lunch and you will need to head straight to the Hall for the Inauguration Assembly. Here we will celebrate the successes that you have shown throughout the day and officially welcome you to the school.

FAQ's for Transfer Day

1. Transport – how do I get to school?

You must arrange your own transport for this day. Make sure you can get to school before 8:20am and don't forget we finish earlier at 2:40 (due to a shorter lunch break).

2. What can I eat at lunch time and break times?

You may bring your own packed lunch and eat it in our café or outside at the tables in our quad. The cost of a meal is approximately £3 and you can choose either sandwiches (hot or cold) or a 2 course meal of the day. Students will not need more than £5 to spend on drinks and food at break and lunch time. If your child is eligible for free school meals, this will be provided from the main canteen for the standard amount.

3. What should I wear on transfer day?

Wear your normal middle school uniform and arrive looking neat and tidy.

4. Do I need PE Kit?

Some students have a PE lesson on their timetable, the simplest thing to do is to bring your middle school kit.

5. What happens if I can't do PE for medical reasons?

Bring a short note in from home excusing you from PE.

FAQ's for September

1. When is my first day?

Year 9 Induction Day is on **Tuesday 3rd September**

2. What should I wear?

Full FUS school uniform - For the most up to date information please visit our website:

<http://fernup.dorset.sch.uk/information/uniform/>

We enclose Appendix 1 for your information. All uniform must be clearly labelled with the students name and house.

3. What about my locker, when do I get that?

I have enclosed a separate letter explaining about lockers in September. **We will NOT be allocating lockers on Transfer Day** as many of them are still in use and will be due to be cleaned over the summer holidays.

4. Where do I go on my first day?

On the first day of the new term, all students will assemble in the main school hall at 8.25am for a short meeting, you will then spend time with your tutor before going off to lessons.

Please be aware that due to the increasing popularity of the school, we will not be able to invite parents for the Inauguration Ceremony on the Friday afternoon, there simply will not be the room. For this, we apologise. However, please do discuss with your parents your day and what exciting opportunities in September you would like to get involved with.

We enclose our admission booklet for your information. This is a comprehensive guide, that we hope you will refer to throughout your time at FUS. There is a wealth of information included, you don't have to read it all at once.

Finally, if on transfer day you have issues or concerns, our Pastoral Care Team can be found in C Block just behind the large café. Our Pastoral Support Team will ensure that any questions or queries are resolved as quickly as possible.

Copies of this letter and any other transfer related information can be found on our school website: www.fernup.dorset.sch.uk . Any transfer related queries can be emailed to: transfer@fernup.dorset.sch.uk

I hope that your last few weeks at your current school are good ones and we are really looking forward to you starting with us. See you on the 5th July!

Mrs Hicks

Head of Year 9

P.S. Please let your parents or guardians see this once you've finished reading it.

Head Teacher: Philip Jones

