



Castleford Park Junior Academy

Medley Street
Castleford
West Yorkshire
WF10 4BB

Tel: 01977 518959

www.pjacademy.net

Friday, May 25th

Dear Parents/Carers,

We would like to take this opportunity to welcome you to Castleford Park Junior Academy and to tell you how much we are looking forward to your child coming to join us!

This letter will outline the organisation for the transition period for your child so they can get to know our school, adults and new friends. It will also explain how you can contact us with any questions or queries. The letter will be available on our website should you need an extra copy.

Transition Arrangements

We have arranged five transition days with your current school in order to ensure your children feel confident, secure and excited before they start with us full time in September. The dates are recorded below:

Friday, June 15th (9:30 – 2:30)

Wednesday June 20th (9:30 – 2:30)

For the above dates, staff from your infant school will bring the children to us and the children will stay for the full day, before being taken back to their current school so that you can pick them up as normal at the end of the day. If your child has a school dinner, this will be provided for them free of charge and any child who has a packed lunch will be able to bring this with them. Please be aware that to ensure a smooth transition, staff from your child's current Infant school will provide any medical information that we need to know for the visits, so that staff at CPJA are fully informed. Any medication currently used in school will be brought up with the children.

On 20th of June the children will take part in a 'Mini Olympics' event where they will be put into different countries to compete. Can you please ensure children come in their normal school PE kit, and bring a sun hat and water bottle? Should the weather be warm and sunny, please make sure your child has had sun cream applied before school in the morning.

July 2nd all day- Drop off at 8:35 (which is earlier than our normal start of 8:50am) so that the playground is less busy and will help make organisation smoother. Pick up will be at 2.55pm

3rd and 4th all day - dropping your children off at 8:45 am and picking them up at 2:55pm – slightly earlier than the rest of our pupils

Year 3 teacher's classrooms open onto the playground and this is where the children will line up. Your child will already have met their teachers and there will be a label on each door (as well as plenty of staff on the playground) to help you find the right place to drop them off. They will also exit by these doors at the end of the day.

Primary Strategy
Director

Ms J Clarke

Headteacher

Miss K Law

Deputy
Headteacher

Mrs J Roberts

Assistant
Headteacher

Mr L Booth

Assistant
Headteacher

Miss S Duggan

School Business
Manager:

Mrs S Beedle

Chair of
Governors

Mr J Dossey



Developing Inspiring Teachers



Healthy Schools

On these three days, your child should bring a packed lunch if they normally have this at their Infant School, or will be allocated a school dinner from the three choices available on each day. Lunch menu choices are published on the school website- choices available will be from **Week 2** menu.

We would also like to invite you to have a meal with your child on the **3rd July**. For this event you can choose to come to breakfast club or for school lunch so you can experience how good our catering is first hand. If you would like to join us for this event, then please sign up by returning your response slip to your school office by **Thursday 14th June** to allow for additional resources to be ordered.

Welcome meeting

There will be a formal meeting to welcome you to CPJA on your child's final transition day (**July 4th**) at **6pm** in our school hall.

We would also like to invite you to come and visit our school during a normal day, before the end of the Summer term, if you would like to, so that you can see how our school is laid out and organised. If you would like this opportunity, please contact our reception. Mrs Roberts and I will conduct small group tours on the dates and times that we are available to do this.

School website

We are continually working hard to develop our school website so that it has all the information you might require. Please take a look to help with any queries at <http://www.pjacademy.net/> . If you still have a question that has not been answered, please contact our school office on 01977 518959.

Homework for the summer holidays!

In order to help your child have the flying start they need in September, we have also created a booklet which outlines our key priorities for your children in Year Three and how we can work together to make sure they are happy in school and continue to make good progress in their learning. This will be given to them when they visit us.

We look forward to meeting you soon,

Kind Regards,

Miss Law, Mrs Roberts and the Year 3 team.

