



Alun School

April 2015

Dear Parent/Carer,

I am delighted to learn that the Local Authority has allocated a place for your daughter/son at our school.

The process of introduction is a gradual one involving a number of elements. Over the next few weeks, Mr. C. Ellis (Deputy Head) will be making preliminary visits to all primary schools to make contact with students and start the process of making their transfer as smooth as possible. He will be your main point of contact during this period.

This term, there will be a number of activities hosted at the school over the coming weeks, which will include students spending a full day familiarising themselves with the building, other students and teachers. This will take place on Thursday 18th June and is followed by a Reception Evening for parents from 6.30 to 8.00pm. There will also be the opportunity to meet your Head of House who will be the primary point of contact for you from September onwards. Further details regarding this day will be issued nearer the time.

Included with this letter is a Primary School Transfer Form, which you should return to the school as soon as possible, and no later than Tuesday 28th April. Please fill in the sections required and then use the additional space to provide us with any other information that you think we should know. Mr. Ellis will be receiving academic and significant medical information from primary schools, but we are also pleased to be made aware of any other detail that you think could prove helpful.

The school shop no longer supplies school uniform. Foresters Sports, Mold is now the official supplier (please see accompanying flyer for further details).

Details regarding transport arrangements will be provided in due course by the Local Authority, if you have any concerns regarding transport please direct your communication to them. However, if you should require any other information over the coming weeks then please do not hesitate to contact Mr. Ellis.

I look forward to meeting you at the Reception Evening in June.

Yours sincerely

Mrs. J. Cooper (Headteacher)



School Governors'
Bronze Award



International
School Award



INVESTOR IN PEOPLE
Leadership and Management

alunschool.co.uk

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**Headteacher
Mrs. J. Cooper**

**Deputy Head
Mr. C. Ellis**

**Assistant Heads
Mr. J. Colclough
Dr. T. Erasmus
Mrs. G. Roberts**

Charity of the Year
2014 - 2015



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