



May 2024

Year 7 Transfer Day – Tuesday 2nd July 2024

Dear Parent/Carer

Transfer day is an opportunity for your child to spend a day at Mark Rutherford School in preparation for September 2024. This is an important day for students (and parents) in order to allow them to begin to familiarise themselves with the school and to meet staff and other students who will be in their tutor group. The time will be spent mostly with their tutor and they will do a variety of activities to enable them to become more familiar with the school. This will include a tour of the school as well as an explanation of our rules, ethos and expectations. They will experience a variety of subjects through different activities and we will end the day with an assembly.

- Parent/Carers are responsible for getting their child to Mark Rutherford School
- School gates are open at 8.15 am. Please do not arrive before this time and students are to meet on the tennis courts to the right-hand side of the school (as you look from Wentworth Drive) at **8.25 am**
- Students must wear their current school uniform and school shoes
- Please ensure they bring a pencil case
- They will need a bottle of water and a packed lunch or £2.75 for a school lunch
- PE kits are not required.

We will finish school at **2.45 pm** which is slightly before our normal school day to allow the students to leave before the rest of the students. If you are meeting your child at the end of school, can we ask that you meet outside of the school gates closest to the tennis courts and not the main entrance due to cars entering the site. If you are coming by car, can you arrange to meet outside the school and not drive onto the site for health and safety reasons.

We are in the process of gathering all the transfer information from primary schools and are working on placing students in their tutor groups. We will be sending out a separate communication with regard to the tutor groups and parent/carer information evening which is also on Tuesday 2nd July with details of how to book shortly. This evening is only for parent/carers and will run from approximately 6 pm to 7.30 pm depending on your child's tutor group.

Yours faithfully

Mr M Briggs
Assistant Headteacher