



Monday 24 April 2023

Dear Parent/Carer,

We are delighted to be able to write to you to congratulate you on securing a place for your child at Penketh High School from September 2023.

A successful transition is vital in supporting all children in adapting to life in secondary school. Therefore, we now consider you as part of the Penketh High School community and we will aim to support you in whatever way we can.

To support your child in feeling as prepared as possible for starting with us in September, we would like to invite all children with a place at PHS to attend Transition Days in school on **Wednesday 5 July and Thursday 6 July**.

We are also running a Summer School in August that we would encourage all pupils to attend to help ease them into school ahead of their official start date in September. We will also be holding a Parent Information Evening in school on **Thursday 6 July**. More information regarding all dates above will follow in the coming weeks.

I would also like to take this opportunity to direct you to the Transition page on our school website, where we will endeavor to provide all necessary information: [www.penkethhigh.org/transition](http://www.penkethhigh.org/transition).

So we can prepare for your child's admission in September, and keep you up to date with important information, can you please complete the enclosed Pupil Information Form and return this to school as soon as possible. A return address envelope is also enclosed which you can stamp and post to us or drop off in reception. Once submitted, if any of the information changes, please let us know as soon as possible so our records are kept updated.

I look forward to working with you closely over the coming months, to ensure that your child has a smooth and successful transition into Penketh High School.

Should you have any questions, please do not hesitate to contact me via email at: [ZSilver@penkethhigh.org](mailto:ZSilver@penkethhigh.org).

We are delighted to have your child join us and look forward to meeting you all very soon.

Yours sincerely,

**Miss Z Silver**  
**Transition Partners and Pupil Relationship Coordinator**



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