



Harrow Way Community School

Learning for life, success for all

Headteacher: Mrs D L German

Harrow Way | Andover | Hampshire | SP10 3RH

June 2024

Dear Parent/Carer

IMPORTANT INFORMATION PACK FOR PARENTS OF YEAR 6 STUDENTS JOINING HARROW WAY COMMUNITY SCHOOL IN SEPTEMBER 2024

This pack contains important items of information as well as some forms to complete. Please take some time to go through the pack to ensure you have everything that you need. If you have any questions whatsoever concerning the arrangements, please do not hesitate to contact me at school. The contents of this pack are colour coded for ease of reference. In this pack you will find:

INDUCTION DAY INFORMATION SHEET (Light Yellow Paper)

This provides information about your child's day in school on Tuesday 2nd July 9.30 am – 2.30 pm. Please ensure that you complete the **Release Instruction Form (Peach Paper)**

INDUCTION EVENING INFORMATION SHEET (Light Green Paper)

This provides information about the evening meeting for parents on Tuesday 2nd July between 6.00 pm – 7.15 pm. This information evening will be run in two sessions.

LUNCHTIME INFORMATION (Red Paper)

Your child is entitled to a free school meal on Induction Day. Please see the information sheet for choices, which can be made on the day. Your child may bring a packed lunch if preferred. There will **not** be an opportunity during morning break to buy any snacks or drinks from the school canteen. If your child wishes to have a snack or drink at break they may bring in their own from home. We do not allow fizzy drinks.

DATA COLLECTION FORM –TO COMPLETE ONLINE.

LINK <https://forms.gle/Qg18W6762sPshLQc7> and is also available on the New Intake Parent Page on the Website.

Completing this Form will give us basic data about your child and emergency contact details for yourself and other members of the family. It also requests consent for taking and using images; administering paracetamol; Trips and Visits during the school day and Cashless Catering enrolment; it also requests data on Service Families. Please complete it ONLINE. If you require a hard copy to complete please contact the school office.

In addition the Data Collection Form also contains the:

Home School Agreement – This Agreement is intended to support communication within the school community and to draw attention to some of the rights and responsibilities of all parties. All schools throughout the country are required to produce such an agreement. There are three sections to the agreement. One contains the pledges made by the school and governors. The second shows the responsibilities of Parents/Carers and the third shows the responsibilities of the Student. You can find a copy of the Home School Agreement on the website and it will also be printed in your child's



Student Diary. If you have any questions regarding the Home School Agreement, please contact Mrs K Woods, Deputy Headteacher, at school.

Privacy Notice - This provides information about to whom we are allowed to pass on information regarding your child.

Harrow Way Community School PTA – If you are interested in joining, please complete the section as indicated.

Other documents included with this pack are:

ONLINE PAYMENT SYSTEM – Your personal log-in details will be emailed to you.

ONLINE PURCHASING (Pink Paper) – A list of items available to buy and pay for online, including:

School Locker Rental; Mathematics equipment; Art Department Equipment; Design & Technology Department Materials and Expression of Interest for Instrumental Music Lessons.

UNIFORM INFORMATION (Bright Yellow Paper) – This sheet gives you information regarding basic school uniform and the opportunities to purchase it. Uniform can be bought from Stitch-a-Logo. Order by 9th August for guaranteed availability for September. The link to their on-line order form is <https://www.stitch-a-logo.co.uk/>

GOVERNOR OPPORTUNITIES (Cream Paper) – If you are interested in becoming a Governor, please complete the form and return it to school.

PREPARING FOR SECONDARY SCHOOL (Dark Blue Paper) – A few tips to help parents and students prepare for the move to Harrow Way Community School.

WELCOME BOOKLET

This is for you and your child to keep. Please go through the book together. It answers many immediate questions, e.g. uniform guidelines, as well as general information about the school.

WELCOME EVENING – Tuesday 2nd July 2024

Following the Induction Day, from 2.45 pm – 3.30pm, our SENCO, Mrs Law, will be on hand to speak to parents whose children have additional needs. Please sign up on the Student Preference Form, which can be found on the New Intake section of our website, if you would like to join the meeting.

The evening will be divided into two sessions and the timing of your sessions is included in the **INDUCTION EVENING INFORMATION SHEET** and will depend on your child's tutor group, which is also noted on the sheet.

I hope you find this pack helpful and informative. If you have any questions regarding any aspect of your child's transition to Harrow Way School in September 2024 please do not hesitate to contact us. We look forward to working with you and your child in September.

The first day of school for Year 7 will start at **8.40 am on Tuesday 3rd September 2024.**

Yours sincerely



Mrs D L German
Headteacher