

March 2025

FAO: Year 6 Parents/Carers

Dear Parents/Carers

Welcome to Penryn College

We are delighted to be welcoming your child to Penryn College in September 2025 and look forward to working together to ensure a happy and successful time with us. This letter outlines the next steps in transferring from primary to secondary school. We will be using our transition pages on our school website which will be used as 'live' space which we will continue to update between now and September.
<https://home.penryn-college.cornwall.sch.uk/transition.html>

Information that will be held here include;

- Links to online forms that require completion
- Copies of any letters we will be sending home
- Links to ordering school uniform and PE kit
- Transition pack and activities for students
- Updates and latest news

Timeline

We understand the transition to secondary school can be full of new information especially to families who are new to Penryn College. You will find below a breakdown of the key events over the next couple of months, along with some key contact email addresses if you require any further support.

18th September	Open Evening and Daytime tours Opportunity to explore the school, meet the staff and	✓
31st October	Deadline for applying for a secondary school place Deadline for all secondary school applications to start September 2025 with Cornwall Council Admissions team.	✓
3rd March	Secondary School places announcement day Secondary school places are announced by Cornwall Council Admissions.	✓
31st March	Penryn College Admissions Form Please complete our online Microsoft Admissions form for all students who have been offered a place to join Year 7 in September 2025 by 31 st March. All parents/carers will be sent an email with the link.	

May - June	<p>Primary School visits</p> <p>After the KS2 SATs in May our Head of Year 7 and team will begin visiting all our local primary schools in person accompanied with members of the SEN team, EST (Education Support Team) and other key staff from the college.</p> <p>These visits are an opportunity for the staff to visit the schools, meet the students and importantly talk with current Year 6 teachers about every student joining us in September. During these visits, there will be a handover of information to ensure we can plan effectively – this will include suggested tutor groupings.</p>	
June - July	<p>Induction Days</p> <p>Monday 30th June – Induction Day 1</p> <p>Monday 7th July – Induction Day 2</p> <p>All students will be invited for two induction days. During the induction day students will experience lessons across the school including PE, meet key staff, have a tour of the school and experience lunch in the canteen.</p> <p>Our SEN team will also be inviting some students for additional Induction days which will take place weekly during June and July.</p>	
2nd July	<p>Parents Information Evening</p> <p>Wednesday 2nd July – Information Evening</p> <p>Parents/carers and students will be invited to our information evening. During this event there will be opportunities to attend a meeting with Mrs Croxall and meet your child’s tutor for September 2025. There will also be an opportunity to buy school uniform.</p>	
August	<p>Stepping Stones – Invite only</p> <p>Our SEND team will also be inviting some students for additional holiday programme days which will take place weekly during the start of the summer holidays.</p> <p>Stepping Stones – Preparing for starting school day</p>	

Admissions Microsoft Forms: Deadline Friday 31st March

As part of this email you will find the link to complete an Admissions Form using Microsoft forms. It is vital that this is completed in order to process your child’s application to Penryn College. Once you have completed the form our admissions team will immediately be notified.

If you do not have access to the internet, please telephone on 01326 372379 to request a paper copy of the Admissions form which will then need to be returned to Penryn College for the attention of **Penryn College Admissions Team**.

Transport

Please be aware any queries about bus transport to Penryn College need to be directed to the Local Authority: www.cornwall.gov.uk/education-and-learning/schools-and-colleges/school-transport.

If you have any questions, please do not hesitate to contact us via email at enquiries@penryn-college.cornwall.sch.uk. If your query is specifically about admissions, please contact our team via admissions@penryn-college.cornwall.sch.uk. We will be in contact again soon with your child's transition pack full of information to support them moving to secondary school in September.

We look forward to welcoming you and your child to Penryn College.

Yours faithfully



Claire Croxall
Headteacher
Penryn College