

Our Ref: CBL / SMR / HMY

28<sup>th</sup> April 2009

Dear Parents/Carers,

Welcome to Q3 Academy! Today we begin a partnership that will ensure your son/daughter has the best possible secondary education over the next seven years. We are delighted that you have chosen Q3 Academy and look forward to establishing a positive relationship with you as we support the young people in our care. The purpose of this evening is to provide you with some critical information about Q3 Academy. We hope by the end of the evening that you feel more informed and prepared to support your son/daughter throughout their learning journey. The Q3 website will also provide you with further useful detail; [www.q3academy.org.uk](http://www.q3academy.org.uk). This is regularly updated and has a section designated to support parents/carers with the secondary transition.

This pack will assist in providing the essential detail that you will require to support the transition. The Parent Handbook in particular will help you to navigate around the systems in place at Q3 Academy that will support the students along the way. There is critical information that we will expect to be returned to the Academy as soon as possible in the stamped addressed envelope provided please. There will be a further opportunity to clarify detail at a second Parents' Evening on Tuesday 14<sup>th</sup> July at 6.30pm, when you will meet the Strategic Director of the Company that your child has been assigned to; either Arts, Communications, Discovery, Lifestyle or Social Design. You will be provided with their assigned Company name prior to the evening. This information will arrive in the post to you, or via Primary Schools, and will be determined by Consultation with many of our Feeder Primary Schools, and discussion with myself and the Holistic Director; Mr H Cornish. For students who have siblings at the Academy, it is very likely that they will be assigned to the same Form Group and Company as their older brothers or sisters so that they can offer support and reassurance in the early few weeks of their transition period. Early allocation of the Company will help with the purchase of Business Dress as each Company is represented with a colour;

Arts – Red  
Communications – Yellow  
Discovery – Dark Blue  
Lifestyle – Turquoise  
Social Design – Green

**Colours apply to ties, cravats, P.E shirts and tracksuit jackets.**

Students will begin Q3 Academy on Monday 20<sup>th</sup> July at 9.15am. They must report to main reception where they will be escorted by Peer Mentors to our Main Hall. Whilst we know it is difficult, we do encourage parents/carers to say their farewells for the day at the main Academy gate. Transition Week (20/7/09 – 24/7/09) is a critical week when they will settle in to the Academy and begin to experience the many, and varied opportunities available to them. An overview of the week can be found in your pack. All students are expected to attend for the whole week. Due to the alternative nature of this week, students are encouraged to wear their Q3 tracksuits throughout the week. We hope that this will also allow parents time to judge the

room needed for growth with their new Business Dress over the summer! Business Dress and PE wear can be obtained from Clive Mark School Wear Ltd in Walsall. Our representatives are here this evening to support you in any way that they can, as well as representatives from Sandwell Authority to advise those of you who qualify for financial assistance with this. We are offering all new parents/carers a introductory offer on Business Dress. Details of this can be found in your pack.

For further clarification, please do not hesitate to speak to staff present this evening or contact myself, the Transition Co-ordinator (Lifestyle Extension 221, or Option 7) here at the Academy. A problem shared with someone else can often allay what are quite natural anxieties about this uncertain, and exciting time for our youngsters.

With thanks in anticipation of your support.

Yours sincerely

Mrs C.Badyal  
Chief Executive/Principal

Mrs S.Mellors  
Strategic Director/Transition Co-ordinator

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**Please return:**

Emergency Contact Details (Yellow)

Medical Information/Extra Curricular Activity Consent (Pink)

Photography Consent (Blue)

Consent Form for day trip to The Pioneer Centre on Friday 24<sup>th</sup> July 2009

**A stamped addressed envelope has been provided for your convenience.**