Penkridge Middle School
Marsh Lane
Penkridge
ST19 5BW

01785 413400
www.penkridge-middle.org

Ref: Transition2026

Transition to Penkridge Middle School 2026

Dear parents and carers,

A warm welcome to Penkridge Middle School and congratulations on securing a place for September 2026. I would like to take this opportunity to thank you for choosing Penkridge Middle School for the next stage of your child's learning journey.

The purpose of this letter is to share some key pieces of transition information with you and allow you time to prepare your child for September.

Uniform

At Penkridge Middle School we have a clearly defined uniform policy which promotes high standards and ensures all students can thrive and remain focused on learning. Please take time to read our current uniform policy for details about items you will need to purchase ahead of September. We know that uniform can be a significant expense so provide details about our uniform expectations at the earliest opportunity, to provide you with sufficient time to purchase the necessary items. Furthermore, to support with getting children September ready we have a stock of pre-loved uniform items in school which can be accessed by contacting reception. Please visit www.penkridge-middle.org to read our current uniform policy or if reading this letter electronically click on the link that follows: Penkridge Middle School - Uniform Policy.

Data Collection

To ensure a smooth start and in the unlikely event of an emergency it is imperative that all contact details are up to date. To assist us with maintaining accurate records, please complete the data collection form that accompanies this letter and return to the school office at the earliest opportunity. Before your child leaves their current setting, we strongly encourage you to ensure that all contact details are up to date to aid a smooth transition. Additional copies of the data collection form can be downloaded from our school website.

Medical Care Plan

If your child has a medical condition, please click here to complete this short form to provide the relevant details.

Home school agreement

Our home school agreement clearly defines our expectations of parents and children who attend Penkridge Middle School. We work closely with all families to ensure every child reaches their full potential and know from experience that a strong, supportive relationship between home and school is key. Therefore, all families are asked to take time to read and sign our home school agreement ahead of joining PMS. The home school agreement link can be viewed and signed here: Penkridge Middle School Home School Agreement

Part of Penk Valley Academy Trust, a company limited by guarantee, registered in England and Wales, number 11124272
Registered office: Wolgarston High School, Cannock Road, Penkridge, ST19 5RX www.penkvalley.co.uk

To: Headteacher, Penkridge Middle School, Marsh Lane, Penkridge, ST19 5BW

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Transition Day - Wednesday 1st July 2026

Our team of staff are looking forward to welcoming your child to Penkridge Middle School on **Wednesday 1st July 2026.** The purpose of transition day is to give children a first taste of middle school and to allow them the opportunity to begin to become familiar with their new surroundings.

If your child is currently in Year 4 and attends a local feeder school, please drop them off at their first school on this morning. Marshbrook, Princefield and St. Michaels will communicate with you their own arrangements to transport children to and from Penkridge Middle School on transition day.

If your child currently attends St.Leonards or any other out of catchment school, please bring your child to Penkridge Middle School on Wednesday 1st July 2026 for 9:30am.

Children should **arrive wearing their current school uniform at 9:30am**. They should also be dressed for the weather (coat, sun cream, hat etc.) and bring a packed lunch, water bottle and pencil case for the day's activities. Children may wish to also bring a small amount of money (no more than £2) to purchase snacks or drinks at break and lunch.

At 2:30pm children of St. Michaels, Marshbrook and Princefield will walk back to their first school ready to be collected as normal. Parents of children from St. Leonards or any other school, should collect their child from Penkridge Middle School at 2:30pm.

On the evening, we would like to welcome all new parents to join us in person at Penkridge Middle School at **5pm** for a parent/carer transition evening (parents/carers only). This evening will be led by our Senior Leadership Team who will provide you with further key information needed for September.

We look forward to meeting you soon and to the start of our 4-year partnership. If you have any further questions relating to transition, please direct these to office@penkridge-middle.org

Yours faithfully,

Mr R Cole

Deputy Headteacher

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