



# Harrow Way Community School

Learning for life, success for all

Headteacher: Mr M Serridge, MA

Harrow Way | Andover | Hampshire | SP10 3RH

adminoffice@harrowway.hants.sch.uk

01264 364533

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Dear Parent/Carer

## IMPORTANT INFORMATION PACK FOR PARENTS OF YEAR 6 STUDENTS JOINING HARROW WAY COMMUNITY SCHOOL IN SEPTEMBER 2022

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 that you have everything 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 28th June – 9.30am – 2.30pm. Please ensure 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 28th June between 6.00pm and 7.15pm. The information evening will be run in two sessions.

### LUNCHTIME INFORMATION (Bright Yellow 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 drink or snack at break they may bring in their own from home. We do not allow fizzy drinks.

**DATA BOOKLET - TO COMPLETE ONLINE. LINK: <https://forms.gle/RvwPVDav3Mtw1WGv9> and on the Website.**

**Completing this booklet 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 and return this booklet preferably ONLINE. If you require a hard copy to complete please contact the school office and return it by post or by dropping it off at Main Reception in the box provided.**

*Once your child has joined Harrow Way Community School, please keep us informed of any changes to these circumstances.*

In addition the Data Booklet also contains:

### 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 Dawn German, 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 (Light Blue Paper)**

A list of items available to buy and pay for online, including:

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

### **UNIFORM INFORMATION (Pink Paper)**

This sheet gives you information regarding basic school uniform and the opportunities to purchase it. Uniform can be bought from Stitch-a-Logo and all social distancing requirements are noted on the sheet. Order by 12<sup>th</sup> August for a guaranteed availability for September. The link to their on-line order form is <http://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.

### **WELCOME BOOK**

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

### **WELCOME EVENING - 28th June 2022**

Following the Induction Day, from 3.00-4.00pm 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 here <https://forms.gle/8NaAHhkd5G4KwaBk8> if you would like to join the meeting.

The evening will be divided into two sessions and the timing of your session is included in the **WELCOME EVENING INFORMATION SHEET** and will depend on your child's tutor group, which is also noted on the information 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 2022 please do not hesitate to contact me. We look forward to working with you and your child from September. The first day of school for Year 7 will start at **8.45 am on Friday 2nd September 2022.**

Yours sincerely



**M J SERRIDGE**  
**Headteacher**