



PRINCIPAL: CLAIRE COATES



Sheepfold Lane, Cambourne, Cambridge CB23 6FR
(01954) 284000

enquiries@cambournevc.org
www.cambournevc.org

March 2021

Transition from Primary School to Cambourne Village College, September 2021

Dear Parents and Carers

We are looking forward to welcoming your child in September, and to working with you over the next five years to ensure that your son or daughter's secondary school career with us is happy and successful. We know that the transition from primary to secondary school is an exciting and sometimes anxious time for the pupils and we try hard to ensure they feel confident and happy about starting at Cambourne Village College in September. This letter contains an outline of the events planned for this summer; more detailed information will be provided to you later in the term.

Transition Events

A number of activities have been organised to help our incoming Year 7 pupils and their parents meet the staff and become familiar with the routines of Cambourne Village College before September. These are summarised on the table below. All events take place at the College unless otherwise indicated. We will, of course, keep the current situation surrounding Covid-19 under review and will inform you nearer the time whether the New Intake Parents Evening and the New Intake Days can go ahead on site, or if alternative arrangements will be made.

Week Commencing 3 rd May	Registration Packs and Information sent out to parents via email, to be completed and returned by FRIDAY 28th MAY 2021
June	Cambourne Village College staff liaison with catchment primary schools: Communication with Year 6 teachers. Information distributed to pupils.
June and July	Special Educational Needs Co-ordinator liaison with primary schools Some 'bridging' learning activities provided for Year 6 pupils by Cambourne Village College
Monday 5 th July 7.30pm.	Parents' New Intake Information Meeting Parents only to attend
Thursday 8 th July 8:30am – 2:50pm	New Intake Day 1 – All Year 6 Pupils. <ul style="list-style-type: none"> • Pupils spend day at CamVC in tutor groups, taking part in a range of different lessons • Primary school uniform to be worn • Bring pencil case • Lunch is provided from our School Canteen



Friday 9 th July 8:30am – 2:50pm	New Intake Day 2 – All Year 6 Pupils. <ul style="list-style-type: none"> Pupils spend day at CamVC in tutor groups , taking part in a range of different activities PE kit and trainers to be worn Pupils will need to bring a packed lunch
Monday 16 th & Tuesday 17 th August Wednesday 18 th or Thursday 19 th August	Bikeability Training Level 1/2 , for pupils without this, who wish to cycle to Cambourne Village College in September. Level 3 , for those who wish to improve skills and confidence (1 day course). All bookings should be made direct with Bikeability via the link on our College website.
Friday 3 rd September	Cambourne Village College opens for Year 7 pupils only.

Please note that parking at the College is limited and Sheepfold Lane can become congested. We encourage our pupils, staff and visitors to walk or cycle wherever possible. Pedestrian and cycle access is via Swansley Lane. Please use the Sheepfold Lane entrance if you do drive to school. PARENTS MUST NOT DROP OFF OR COLLECT FROM THE SWANSLEY LANE ENTRANCE AS THIS CREATES A HAZARD FOR PUPILS.

Parents’ New Intake Information Evening, Monday 5th July 7.30pm

This is an important evening for parents, at which many of the routines and expectations for pupils of Cambourne Village College will be explained. The presentation will **start at 7.30pm**. There will be talks by a range of College staff and there will be the opportunity to ask questions. The evening will conclude at approximately 8.30pm. **This evening is for parents only.**

New Intake Days, Thursday 8th and Friday 9th July 8.30am – 2.50pm

These days are arranged in order to give pupils the opportunity to experience the routines of the College, to meet key staff, and to participate in a range of lessons and activities before starting with us formally in September. Pupils are expected to attend both days.

Travel

Pupils need to arrive by 8.30am. Please allow your sons and daughters to make their own way to school, in practice for September, wherever possible. We advise that those who cycle to school should wear a cycle helmet, and a bicycle lock is recommended. Bikes and scooters are left in our cycle sheds at the owner’s risk.

Lunches

Thursday: Lunch will be provided free of charge, so that pupils are given the opportunity to try our popular school cafeteria. Pupils who wish to bring a packed lunch may do so. All pupils should bring a water bottle and break time snack. Any pupils with special dietary needs should bring their own packed lunch on this occasion; from September, arrangements will be made to meet these particular needs.

Friday: Pupils will need to bring in a packed lunch, water bottle and snack for break time.

Mobile phones may be brought to school but they must be switched off and out of sight during the day. Pupils are responsible for the safety of their possessions.



Tutor Groups

During the summer term, we will create the new tutor groups for Year 7. We group pupils to ensure a balance of gender, ability, behaviour, Special Educational Needs, and the particular gifts and talents of the pupils. We take advice from primary schools regarding the placement of pupils with Special Educational Needs and we ask the schools to advise of any pupils who should not be grouped together. The Year 6 teachers have no other input into the formation of tutor groups. We ensure that all pupils are placed in a tutor group where they will know at least one other pupil from their primary school, if possible. The pupils meet other members of their tutor group on the new intake days and quickly make new friends in September.

In Year 7, pupils are taught most lessons in their tutor groups for the first half term. During this time, teachers will be able to assess pupils, and ability sets for English and Maths are formed during the first and second terms. The PE department also regroups pupils; therefore, your child will not spend all of his or her time in the tutor group and will be with different combinations of children across lessons.

Languages at Cambourne Village College

All pupils study Spanish in Year 7 and from their second term, the most able linguists will be offered the opportunity to study French or German also. If you would like to express a strong preference for your son or daughter to study either French or German if they are offered a second language, please inform Mrs M Collado-Canas (Head of Modern Foreign Languages) of your preference and we will attempt to take these preferences into account in placing your child in Year 7, although we cannot guarantee to do so.

We need to know preferences for languages by FRIDAY 28th MAY before tutor groups are created.
Please email Mrs M Collado-Canas: MCollado-Canas@cambournevc.org

iPads at Cambourne Village College

At CamVC, we have a rolling programme to ensure that all pupils have access to a 1:1 iPad for learning. This is because we believe that iPads empower us to work together to open new avenues to learning, so that our students are flexible and creative and better prepared for the future. Your child's intake will be the final year group to join the scheme and with your support, all pupils will reap the benefits of this technology, from September 2021. To be able to move forward, we are reliant on parents and carers sharing our vision and supporting our plan with a monthly voluntary contribution towards their child's iPad.

We have been working with Albion, an Apple Solution Expert for Education:

<https://www.albion.co.uk/education/apple-in-education> and an educational charity whose mission is to work with schools and their parents to provide devices to pupils so that they can use technology for learning, both in school and at home. We have thus been able to provide a scheme that is funded using voluntary parental donations; the College makes no profit from this arrangement. We now have substantial experience of the enhanced learning opportunities the iPad will give our pupils and we hope that parents/carers are able to make a voluntary donation of approximately £11.00 a month over 36 months starting in September 2021. In return, your child will receive the newest version of iPad plus keyboard case, wall charger, full insurance against damage and theft, all software and applications needed and technical support during school hours.

The College has been able to secure funding to allow us to offer financial assistance to families who are experiencing financial difficulties. If you think your son/daughter may be eligible, please contact us. The College has also tried to



ensure the scheme is as cheap as possible and will continue to look at other possible solutions to ensure the benefits of the scheme are open to all.

Full details will be within your registration pack and details of a separate parents' iPad information meeting will be sent separately.

Cycling to School

We expect all Cambourne-resident pupils, except for some of those with special educational or medical needs, to walk, cycle, or ride scooters to school - there is cycle and scooter accommodation on site. Pupils should provide a padlock and lock their bike or scooter securely each day. Pupils who cycle to school are advised to wear a correctly-fitting cycle helmet and to have completed Bikeability training. The following opportunities are available:

- **Level 1/2 Training** - for those who have not done this at primary school and wish to cycle to school in September:
Days: Monday 16th and Tuesday 17th August 2021
Timings: 10.00am - 12.00pm & 12.30pm - 2.30pm each day
Maximum number of pupils: 36
- **Level 3 Training** - for those who wish to improve skills and confidence
Days: Wednesday 18th **or** Thursday 19th August 2021 (1 day course)
Timings: 10.30am - 1.30pm on either day
Maximum number of pupils: 15 each day

Please note that all bookings for these courses are managed by Outspoken Training directly. Please see our website for contact information: <https://www.cambournevc.org/parent-carer-and-student-information/bikeability>

Uniform Purchase

We believe that wearing uniform helps to create a sense of identity and community in school. Our uniform is smart, practical and comfortable and we expect pupils to wear it with pride. School-branded items should be purchased from our school suppliers, Essential Schoolwear (daily wear), Total Clothing (daily wear) and SWI Schoolwear (PE kit). Please use the links below to make your purchase directly with them. This should be done ideally before the middle of August to allow for busy periods with our suppliers and delivery times. Your child will be expected to be in full uniform on their first day at Cambourne Village College

Essential School Wear Shop

<https://www.essentialschoolwear.com/parent-ordering>

Total Clothing

<https://www.totalclothingshop.co.uk/camvc>

SWI uniform fitting (PE Kit)

<https://www.swischoolwear.co.uk/>

We have a range of second-hand uniform donations available to purchase. Please contact the school office thecollege@cambournevc.org to enquire about items and sizes available. If you have difficulty in providing school uniform for your child, please contact Mrs Popplewell in confidence, so that a way forward can be found: vpopplewell@cambournevc.org



Registration Documents

Ideally, we want to communicate all information to you electronically, therefore we have used the email address supplied to Cambridgeshire County Council Admissions at the time of your application to enrol you onto our School Post system. At Cambourne VC we try to use electronic communication with parents as much as possible and have subscribed to a company called School Post. We have found this to be an extremely efficient way to communicate directly with parents. School Post currently input all the data for us and create a database named CamVC Post which we then administer. You should have received an introductory email explaining how the system works.

In the week commencing the 3rd May, our Registration Pack will be sent out to you via our School Post system, as well. Please ensure you look out for these documents and complete them within the deadlines specified.

IMPORTANT - If any of your contact details have changed since your secondary school application, or if you would rather receive a paper copy of the registration document, please contact our Admissions Officer, Vanessa Popplewell by email vpopplewell@cambournevc.org by **FRIDAY 30th APRIL**

Registration Documents must be completed by FRIDAY 28th MAY as they contain contact details, medical and consent information that we will require before the New Intake Days in July. If you have any difficulty in completing these documents online, please contact Vanessa Popplewell, as above and we will be able to help.

This letter is intended to give you an outline of the events and processes that take place in the summer term, to help your child make a secure and happy move from primary to secondary school. Much more detailed information will be sent to you via School Post, within the Registration Packs in May. Please also keep an eye on our website for further details of our transitional events and additional information for our new intake for September 2021 at <https://www.cambournevc.org/parent-carer-and-student-information/new-intake>

We hope to be able to welcome you to the Parents' New Intake Evening on Monday 5th July 2021.

Yours sincerely



Mrs Claire Coates, Principal

