

Year 6/7 Transition 2024: Frequently Asked Questions

1. Are there forms that I will need to complete?

You will need to complete several forms for us before your child starts school in September. All of these forms will be sent to you via post in the next 2 weeks and need to be returned to the school reception as soon as possible so that we can add all the correct details to our systems.

We will have been given the email address you used when you applied for your child's school place so if this has changed, or does change in the next few months, please let us know by emailing your child's full name plus your new email address to:

transitions@utcplymouth.org

2. What school uniform do I need to purchase and where from?

Up to date school uniform and PE kit requirements with details of where to buy this may be found on the school website:

<http://westcountryembroidery.com/product-category/school/utc-plymouth/>

We will send out a further email regarding uniform requirements and the opportunity to come and try on sizes at our UTC uniform pop up shop.

3. What are the timings of the school day?

All students are expected to be in their mentor rooms at 08:30. Students can come onto the school site and wait in the quad or ground floor hub from 08:00.

The school day ends at 15:15.

4. What day is the start of term in September 2024?

The start of term is Wednesday 4th September 2024.

5. Will there be a transition day and when will this be?

Year 7 will have their Induction Day on Wednesday the 3rd of July 2024. We will send out further information regarding this event.

We will be visiting primary schools, throughout May and June, to talk to pupils about what it is like at UTC Plymouth and answer their questions.

There will also be a parent/student evening at UTC Plymouth where there will be a presentation and opportunity to meet key staff.

We also have a transition page that currently has last year's information but will be updated within the next few weeks. We will make sure you are aware of the new update.

6. What equipment will my child need for school?

Students will be provided with exercise books by their class teachers and they will mostly be kept in their classrooms.

All students must bring the following in a pencil case:

blue/black pens, purple pen, pencil, 30cm ruler, rubber, 1 Protractor, Casio FX83 scientific calculator, pencil case, school bag, and drinks bottle.

Student Portfolios:

You will need to purchase this from UTC Plymouth at a cost of £2.

They will contain the following documents as a minimum:

- Introduction page
- Student timetable
- Core Values
- Timings of the day
- Term dates
- One target setting sheet per student per subject

There will also be other documents available that students have asked for and can build up their portfolios.

We would also recommend:

1 glue stick

1 set of highlighter pens

1 set of basic colouring pencils

1 reading book

7. What is parent pay and how does it work?

Parent Pay is our electronic payment system. You will use this system to pay for everything at school including school dinners, trips etc.

You will be able to add credit to your account online for your child to spend in school either using a fingerprint or a PIN number. You will be sent details via email to set up your account.

8. Will my child be put in the same mentor group with their friends?

We try to put students with at least one other person that they have requested to be with. This will happen during the primary school visits. Students who have listed several friends that they would like to be with may find that they are not placed in a mentor group with all their friends. If you are not with your friend in your mentor group, you may still find you are in other lessons with them as lessons are not always taught in mentor groups.

There are many students who come to us without knowing anyone and we will try to place several of these in mentor groups together. We are very experienced in helping students connect with other like-minded people and are confident that every student will find the right friendship group for them.

9. What is the role of a Mentor and when will I know who this is for my child?

The mentor will be your first point of contact for parents/carers and their children. Your mentor will be the person who will learn the most about your child as they will be with them throughout their time at UTC Plymouth. The best way to make contact with a mentor is through email, which will be provided to you when you find out who your mentor is going to be in the summer term. All staff emails follow the same pattern: Mr example email would be example.email@utcplymouth.org

10. What extracurricular activities will be available for my child to take part in?

The school runs a broad variety of clubs for all students. The full list of clubs is sent out at the start of each term. Students will need to be signed up to this club via our parents app Arbor. This information will be sent to you closer to the child start date with us.

11. What information should I be aware of for attendance?

If your child is going to be absent due to illness, we request that you call the absence line on 01752 284250 or email attendance@utcplymouth.org before 9.00am, leaving your child's name, mentor group and reason for absence. We ask that you phone each day that your child will be absent from school. If no reason for absence has been provided by 9.00am, you will receive a telephone call/ text indicating that your child has not arrived for school.

12. What should I do, if my child needs to take medication during the school day?

If your child needs to take medication during the school day you will need to complete a consent form for this medicine to be stored and administered by the school. These can either be sent to you, upon request, or you can come into reception to complete the form.

If your child has an ongoing medical condition that requires additional support or medication we will ask you to assist in completing a medical plan.

If you have any further question please can you direct these to:
transitions@utcplymouth.org