

May 2025

Dear Parent/Carer,

We hope you have received our first round of communication and our welcome postcard, welcoming your child to UTC Plymouth. This letter provides further information in preparation for September.

Transition Team

The Transition Team is currently in communication with all our partner primary schools to transfer key information from your child's class teacher. This will enable us to find out as much as we can about your child to make their transition to secondary school as smooth as possible. Our transition team consists of professionals, with many years of experience in secondary education.

Bex Waters - Transition Lead

Sophie Wood- Year 7 Pastoral Lead (From September 2025)

Esther Knight - SENCo

Rachel Miller - Designated Safeguarding Lead

Lisa Turner - Student Support Worker, SEND Focus

Geoff Searl - Transition Administrator

Nathan Tills - Events and Wellbeing Lead

Key Dates

Data Collection Deadline	May 2025
Information Evening and Pop Up Uniform Shop	12th June 16:30 - 18:00 @ UTC Plymouth
Enhanced Transition Dates (if applicable for your child)	Thursday 12th June (11:30- 13:10) and Friday 13th June (11:45- 13:30) OR Thursday 19th June (11:30-13:10) and Friday 20th June (11:45- 13:30).
Year 7 transition days (Two Days)	2nd and 3rd July 09:00 - 15:15 @ UTC Plymouth

☎ 01752 284250

✉ reception@utcplymouth.org

🌐 www.utcplymouth.org



THINK LIKE AN
ENGINEER

Induction Events

We will host our Year 7 transition days on **Wednesday 2nd July and Thursday 3rd July 9.00am - 3.15pm**. This year **all students will attend for TWO days**. Students will experience a typical UTC school day, as well as being taught about our expectations and ethos, our procedures and meet some staff. Further details of the day will be provided nearer the time, by emailed letter.

Enhanced Transition Visits

Some students have been identified by their Primary School for an enhanced transition. If this applies to your child, we will send further information before the end of the week with further details about this. For now, we can inform parents that the enhanced transition dates will either be on the **Thursday 12th June** (11:30- 13:10) and **Friday 13th June** (11:45- 13:30) **OR** **Thursday 19th June** (11:30-13:10) and **Friday 20th June** (11:45- 13:30). **Please note that it is the parents' responsibility to manage transport arrangements for these enhanced transition sessions.**

Data Collection Form

A link for a data collection form was shared with you in our first communication. This needs to be completed by **Friday 23rd May**. This will allow us to get your child/children set up on all our systems ready for their start in September 2025. If you have not completed this yet, please click [here](#) and complete this as soon as possible.

Parent Information Evening


We will be hosting a presentation evening on **Thursday 12th June 2024, 4.30pm-6.00pm**, where you will receive information about UTC Plymouth's expectations, ethos and our curriculum offer. There will also be an opportunity to meet key staff, purchase some of our 'Essential Eight Equipment' and there will be a uniform Pop-Up Shop.

Arbor App

Here at UTC Plymouth, we use Arbor as our main information system. This system also provides a parent portal app that will allow you to track your child's behaviour, attendance and much more. Login details with instructions on how to access this system will be provided once your child has started.

ParentPay

We operate a cashless payment system, which some of you may be familiar with already, called ParentPay. Details of how to activate your child's account will be provided in your College Information Pack with you being able to pay for lunches, activities and resources.





Uniform

Westcountry Embroidery are the suppliers of our school uniform. They regularly deliver to the school and are based in Saltash. There will be an opportunity to look at the uniform at one of our parent events in the last summer term. Further details will be shared with you about this, closer to the time. In the meantime, here is a link to the uniform website - <https://utcplymouth.org/uniform>

At UTC Plymouth, staff and students wear our uniform with pride, which was designed with the aim to replicate the workplace expectation. We have many options to suit individual styles and preferences whilst always adding optional extras designed by our students.

Our uniform is versatile and suitable for all aspects of our curriculum. We have specific-coloured tops for different key stages to provide a strong sense of identity: Key Stage Three students wear royal blue; Key Stage Four students wear black and Sixth Form wear navy.

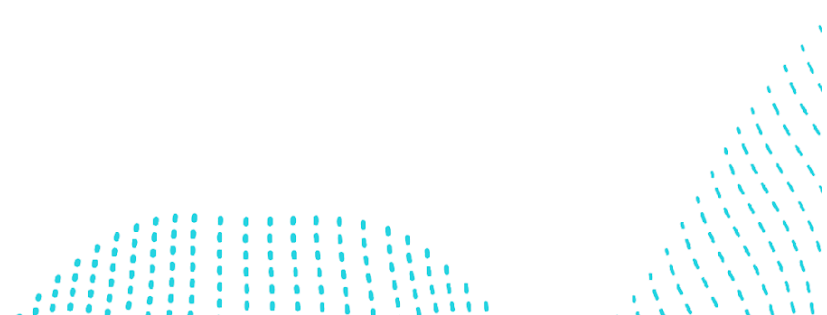
To find details of UTC Plymouth's uniform, please visit the college website <https://utcplymouth.org/uniform>. Here you will also find contact details for our supplier, Westcountry Embroidery which are also detailed below.

Orders will be delivered to the College at the beginning of term, and we will keep you updated on the delivery date.

Years 7, 8 and 9

- Royal blue UTC Plymouth polo shirt or T-shirt
- Royal blue UTC Plymouth sweatshirt
- Black work/combat trousers or combat shorts
- All black (inc. sole) shoes/trainers

PE Kit

- Black UTC sports top or black UTC T-shirt
 - Black shorts
 - UTC Plymouth Tracksuit (*optional*)
 - Black long sports socks and shin pads will only be required for football.
 - Sports trainers
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- Studded boots for grass will be required for certain lessons outside

Accessories

We have a wide selection of accessories available to purchase including hats, scarves, jackets, fleeces, gilets, bags and pencil cases. We are proud of our UTC branding and encourage students to be individual with the choice of UTC items they wear.

Uniform Shop

West Country Embroidery SW Ltd

141 Fore Street

Saltash

PL12 6AB

Telephone: 01752 840666

Email: westcountryembroiderysw@gmail.com

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

Orders can either be delivered to the school or collected from our Saltash shop. If orders are received by the 15th of the month, they will be delivered by the end of the month.

Due to the seasonal high demand, we request you do not call the shop reference collecting your order. We will message you once your order is ready for collection

Finally, we will keep you updated directly through letters or email. Should you have any questions, please do not hesitate to contact our Transition Team (transitions@utcplymouth.org).

Yours faithfully



Jo Ware

**Executive Headteacher
UTC PLYMOUTH**



