Meadowfield School
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Ms Angela Howe, BA Hons, NPQSL
Principal

Meadowfield 6th Form

To inspire and motivate all pupils and staff who learn and work together to aspire to endless possibilities.

Dear Parent/Carers

September 2025

YEAR 11 TRANSITIONAL INFORMATION – Parent/Carer Information & Question/Answer Session

We are writing to share with you the plans to help you make informed decisions on your child's next steps and to help those students who move to 6th Form transition successfully to our 6th Form Centre at Ufton Lane.

You are invited to a parent/carer information, question & answer session and tour of Ufton Lane on one of the following days:

- Wednesday 15th October at 10am
- Wednesday 17th December at 10am
- Wednesday 11th February at 10am

Students are welcome to attend the session but it is not essential. However, it is parental responsibility to collect and return pupils to the main site before and/or after the event.

We also plan to take the Year 11 students on a visit to the Ufton Lane site, so that they can have a look around prior to starting in September. These dates will be shared with you under a separate letter from your child's Pathway Assistant Principal.

During the Pathway visit, students will be supported by staff to have a look around our 6th Form building and familiarise themselves with the new surroundings. They will then return on the minibus, to the main site at Swanstree Avenue and students will continue with their day before going home via their normal mode of transport at the end of the school day.

This visit should help to ensure that the Year 11 students are prepared for the move but if you have any questions or concerns, please do not hesitate to contact me. Attached is a Transition leaflet for your information.

To help us plan for the event, please can you complete the reply slip attached indicating your preferred day.

Kind regards.

Yours faithfully

Samantha Crook
Assistant Principal 6th Form

Kent special educational needs trust
Kent & Medway Music Hub Lead School
LPPA Leading Parent Partnership Award 2023–2026

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Attendance Slip please return to the office, thank you

YEAR 11 TRANSITIONAL INFORMATION – Parent/Carer Information & Question/Answer Session

I would like to attend the following parent/carer information, question & answer session, please clearly mark your preferred choice.

- Wednesday 15th October at 10am YES / NO
- Wednesday 17th December at 10am YES / NO
- Wednesday 11th February at 10am YES / NO

My child will be accompanying me to the session YES / NO

I understand that it is parental responsibility to collect and return pupils to the main site before and/or after the event. YES / NO

Please provide any specific concerns or questions below, thank you

Pupil Name: _____ Class: _____

Parent/Carer Signature: _____ Date: _____

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