

April 2019

Dear Parent

Thursday 4 July 2019 from 4:30pm - New Intake Parents' Meeting
Friday 5 July 2019 at 9:00 am to 2.30pm - Induction Day

As you know, your son will be starting at his new school in September 2019. We look forward to meeting both you and him and hope that his years at Northfleet Technology College will be happy and successful.

Throughout this term, our teachers have been visiting all local primary schools to talk to the boys and their teachers. During these meetings, they have introduced the idea of going to a new school and discussed many of the issues that we have found of most interest to new students.

On **Thursday 4 July 2019**, an evening has been arranged for parents of boys who will be starting Year 7 in September. I do hope that you will be able to attend.

The Headteacher's Speech will take place in Zone 3 at the following times:

5.30 pm

6.15 pm

After you have been given some important information, you will have the chance to speak to Heads of Community and Progress Managers in the Restaurant.

Various documents will be given to you at the meeting which will cover the many important details that you and your son will need to know about before September. I know that some of you will have attended these meetings before when your older sons joined us and it may not seem necessary for you to come again. However, arrangements for Year 7 are now somewhat different and we would like you to be made aware of how these will operate.

School uniform will be purchased directly through our supplier, Price & Buckland (P&B). P&B will be at the school on **Thursday 4 July from 4:30pm** where you will be able to order **all** aspects of School Uniform. It is proposed that uniform will be purchased direct from the supplier's website pbuniform-online.co.uk/northfleet. Ties and badges will also be available for sale.

The school restaurant operates a cashless system. Students will be given a smart card which can be topped up with money as and when necessary. This card will have multiple uses and is needed for registration, access to areas around the school and retrieving laptops as well as purchasing snacks and meals at dinner and break times. A daily limit is set at £4 to spend. All this and other important information will be explained on the evening.

Although this meeting is intended for parents, your son is welcome to attend if you so wish. However, it is not compulsory for your son to join you as he will be visiting us on Friday 5 July.

Please be assured that it will not count against him in any way if he does not attend in the evening.

Friday 5 July 2019 Induction Day for New Students

Following the meeting on 4 July, we would like to invite your son to the school for a full day on Friday 5 July. The purpose of the day is to familiarise him with Secondary School life and to give him an insight into some of the subjects that he will be taking in September.

The day will start at **9:00am** with arrival and registration and will end at **2:30pm**. Your son should wear his primary school uniform. The boys will be taking PE and may wish to bring their own PE kit with them and/or wear their trainers all day if they wish to do PE in their usual uniform.

A drink and biscuit will be provided for your son at morning break but **you should provide him with a packed lunch including a drink** as he will be unable to purchase lunch from the school restaurant on 5 July due to them operating a cashless system. Please note fizzy or energising drinks or glass bottles are not allowed in school.

If your son is entitled to a **Free School Meal**, please indicate this on the enclosed reply slip and provision will be made for him for the 5 July 2019.

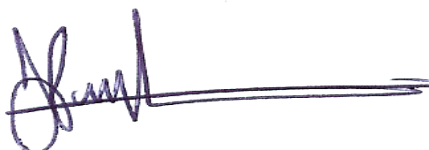
Your son's primary school is involved in the arrangements and would like to receive your permission for him to take part in the day's activities. You are also asked to accept responsibility for your son's journey to and from Northfleet Technology College on that day. Parents may wish their sons to make their own way to and from the school or to make their own 'delivery' and 'collection' arrangements. **Please note due to limited car parking all parents are asked to drop their son at the gate on Colyer Road where they will be met by staff.**

Please complete and return the admissions form, together with all other relevant forms enclosed with this letter, as soon as possible for the attention of Mrs Walden, Senior Inclusion Officer.

Please retain this letter for your future reference but it is important you complete the attached reply slip and return it to before 24 May 2019.

With many thanks.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Jane Partridge', with a long horizontal line extending to the right.

Jane Partridge
Headteacher

**INDUCTION DAY FOR NEW STUDENTS
on Friday 5 July 2019 9:00am – 2:30pm**

Please return this form to NTC **before 24 May 2019** to enable us to prepare registers and order a packed lunch for those entitled to Free School Meals.

Student's Name:

Primary School: Class Teacher:

I would like my son to attend the full day at Northfleet Technology College on **Friday 5 July 2019** (*please tick box and/or delete as appropriate*)

- I wish my son to attend on Friday 5 July 2019
- My son is unable to attend on Friday 5 July 2019 because
-
- My son will be delivered to and collected from NTC
- My son will make his own way to and from NTC and I accept full responsibility for his journey.
- *My son will bring his own sandwiches
- *My son is entitled to a free meal and wishes to have one
- *My son is entitled to a free meal but will bring a packed lunch on this occasion

We should be obliged if you would please **tick** appropriate box/boxes below if you **do not** wish your son to be included.

- DO NOT wish my son to appear on publications*
- DO NOT wish my son to appear on website*
- DO NOT wish my son to appear singularly on publications/website*
- DO NOT wish my son to appear in groups on publications/website*

Data Protection Act 2018: The school is registered under the data Protection Act for holding personal data. The school has a duty to protect this information and to keep it up-to-date. The school is required to share some of the data with the Kent County Council, HE DfE and other authorised Government bodies under public task, vital interest and legal obligation.

GDPR

A copy of the school's privacy policy is available on the school web site.

Medical: Should the necessity arise, I give permission for my son to receive emergency first aid and/or an anaesthetic.

Signed: **Date:**

Emergency Contact Number(s):

Relationship to pupil *e.g., mother, father, grandparent, etc.:*