

# The Gilberd School

Part of the Alpha Trust



RLI/jti

Thursday 12<sup>th</sup> June 2025

Dear Parent/Carer

**Induction Evening – Wednesday 18<sup>th</sup> June 2025**

**Induction Days – Tuesday 24<sup>th</sup> and Wednesday 25<sup>th</sup> June 2025**

You are invited to a **Parents' Induction Evening on Wednesday 18<sup>th</sup> June 2025**. Registration for the event will begin at 6.30pm in the North Hall with the evening commencing at 7.00pm. **Please note that this evening is only for parents and carers.** Parking is limited for this event, so you are advised to walk to the school wherever possible. During registration you will receive information regarding your child's tutor group along with other information about the transition process. You will have the opportunity to meet your child's form tutor and other senior staff during the evening; the event should finish by 8.30pm. Information on how to purchase school uniform online will also be shared, however, no uniform will be available to purchase during this evening. Uniform will be available to purchase at the school on **Monday 14<sup>th</sup> July 2025 between 3.45pm until 5.45pm.**

For all students who will be joining us in September, we will be holding our **Induction Days on Tuesday 24<sup>th</sup> and Wednesday 25<sup>th</sup> June 2025**. Students will be required to attend these days from **8.35am until 3.00pm**. These days are extremely useful as preparation for joining The Gilberd School. Please inform the school if your child is unable to attend the induction days for any reason.

As far as possible, we ask you to ensure that your child gets to and from school in the way that you will expect them to get here in September. Please note that for safety reasons you will not be allowed to drive onto the school premises at either end of the day.

We would like students to wear their current primary school uniform for **both** induction days. Students will need to bring a pen, pencil, and a notebook. Please be aware that we operate a cashless system and, if you have activated your ParentPay account and credited it with sufficient funds, your child can purchase lunch from the school. **However, students are required to bring in a packed lunch on Tuesday 24<sup>th</sup> June as canteen lunches will only be available on Wednesday 25<sup>th</sup> June 2025 due to school examinations.** The account will need to be credited by no later than Monday 23<sup>rd</sup> June 2025. If not, please provide a packed lunch. You will be given activation details on the induction evening so please do not worry about this until then. I would also ask that you send your child in with a water bottle. As lunch is typically later in the day at secondary school, I would recommend that your child brings a break time snack on both days.

Staff from The Gilberd School have been visiting the children who will be joining us and their class teachers at their primary schools over the last few weeks. These visits have given us a chance to learn a little more about them. Our Gilberd SENCO will also be visiting your child's primary school. If your child is on the Special Educational Needs register, you will be contacted separately and invited in to attend a meeting at The Gilberd School during this summer term.

We are delighted that your child will be joining us in September and look forward to working together during your child's secondary school career.

Yours faithfully

Headteacher: Mr J Mitchell

Brinkley Lane, Colchester, Essex CO4 9PU

Ms R Litton

Tel: 01206 842211 Email: [admin@gilberd.com](mailto:admin@gilberd.com) Website: [www.gilberd.com](http://www.gilberd.com)

Assistant Headteacher

Alpha Trust

Registered in England and Wales Company No 07755713

Registered office: Norman Way, Colchester, Essex CO3 3US

