

22nd April 2026

Dear Parent / Carer,

Re: Year 7 Transition Information

Following my welcome letter dated the 10th of March 2026 (this can be viewed by clicking: [Transition Communication](#)), I'd like to thank you once again for choosing Longfield Academy.

We look forward to welcoming Year 6 pupils during our three-day transition period **from Wednesday 24th June to Friday 26th June 2026**. During the transition days, pupils should arrive at the school gates at 8:15am each morning and line up in their form group (form name and colour will be communicated to parents / carers prior to the New Year 7 Induction Event). Each morning, form tutors will meet pupils and escort them to the main hall or their form room. Pupils will leave school via the pupil gates at 3:10pm on each of the transition days.

On Wednesday 2nd September 2026, your child's first day with us, pupils should enter via the school gates at 8:15am where they will be met by their form tutors and escorted to assembly or their form room. From Thursday 3rd September, pupils should arrive via the school gates which open at 8:15am and make their way to their form room. The school gates are locked at 8:30am each morning and pupils are expected to be in their form room by this time. School finishes at 3:00pm with enrichments clubs being held from 3:00pm to 4:00pm on a Monday, Tuesday, Wednesday and Friday should your child wish to sign up for them once they start with us.

Prior to the transition days, our Transition Team will be visiting all primary schools to meet Year 6 Teachers and as many children as possible. The purpose of these visits is to gather information to ensure we meet your child's academic and welfare needs, and to plan effectively for the coming year. However, if you feel a supplementary visit or meeting is required to discuss your child's transition or SEND information, please contact the Transition Team via school reception on T:01325 380815 or email transition@longfield.nalp.org.uk

In the coming weeks, you will receive an e-mail from **Admissions+** our application form database. The email will invite you to create an account to enable you to complete your child's online application form. Once your account is created, you will have access to the paperwork that needs to be completed for your child. This must be completed by **midnight on Sunday 7th June 2025**.

Enclosed with this letter is a helpful 'keep at home' pack. In addition, the transition section of our website [Longfield Academy - Transition](#) has lots of helpful information including frequently asked questions.

Headteacher: Angela Sweeten

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In order to help you plan for the new school year, we would like to provide you with the below key dates and information:

- **Sunday 7th June 2026** – Completion deadline for your child's online application form
- **Thursday 18th June 2026, 4pm to 5pm** - New Year 7 Induction Evening (parents & pupils) – Pop-Up Uniform shop will also take place 4pm-5:30pm
- **Wednesday 24th to Friday 26th June 2026, 8:15am to 3:10pm** – Transition Days (pupils only)
- **Wednesday 24th June 2026, 3:30pm to 5:30pm** – School Uniform Pop-Up Shop (parents & pupils)
- **Thursday 9th July 2026, 6pm to 7:30pm** – Bingo Longo (our version of Bingo Bongo with a disco too - parents & pupils)
- **August 2026, (dates and times to be confirmed)** Summer School (pupils only)
- **Wednesday 2nd September 2026, 8:15am to 3pm** – First day of term (pupils only)

The 'New Year 7 Induction Evening' on **Thursday 18th June 2026**, is an important event in the transition calendar and we strongly encourage parents / carers and pupils to attend. The evening allows us to welcome our new pupils and families and offers you and your child the opportunity to familiarise yourselves with the school, classrooms and key staff to support transition. During the event, Mrs Sweeten - Headteacher, and Mr Tattersall - Deputy Headteacher, will be present to discuss all arrangements for the upcoming transition days and provide you with relevant information to enable you to support your child in a successful start.

School Uniform

Tees Valley Schoolwear are our school uniform providers, they will host the pop-up uniform shops following the induction evening and after school on transition day 1 (see dates above). You can also purchase uniform by visiting their shop in Stockton, ordering via the telephone or via their website. [Tees Valley Schoolwear - Longfield Academy](#)

Our current School Uniform Policy is available on our website via [School-Uniform-Policy](#). However, please note, it is reviewed each year. All new Year 7 pupils will be expected to wear the uniform with the new logo that was introduced earlier this academic year.

We look forward to beginning our partnership with you and welcoming you to the induction evening on Thursday 18th June 2026. In the meantime, please look out for further communication via e-mail and social media.

Should you wish to contact us, please email: transition@longfield.nalp.org.uk or telephone school reception on T: 01325 380815.

Yours sincerely,



Mrs A Sweeten
Headteacher