

Dear {Student Forename}

As the Head of School, I am delighted that you will be joining us. I look forward to welcoming you later this year. Millthorpe will look after you really well, but also challenge you to be the very best you can be. I can promise you we will work hard to welcome you to your new school.

I expect you are both nervous and excited about coming here in September. At Millthorpe we are already planning to help you settle in quickly and to enjoy being a part of our community.

You may well know some Millthorpe students and perhaps some of our teachers, but there is a lot to find out. To help you get to know more about your new school, we will send one of our senior teachers to visit you in your primary school before July. We will also arrange for you to come to Millthorpe on the Induction Day to meet your Form Teacher and the other members of your new class and to have some short lessons in new subjects.

You may be the only student joining from your primary school or you may be part of a larger group coming together. Either way, I am confident you will soon make new friends and take an active part in the life of Millthorpe.

Most students will naturally have a few concerns about moving schools so I have made sure there are many people to help and support you. You will meet them on Induction Day.

I promise to provide you with a great education, but in return I expect you to take up all the opportunities Millthorpe offers you. Try hard in lessons, be polite and friendly to all staff and students and try out our clubs and teams. You will soon develop a pride in your new school. I look forward to meeting you in July.

Yours sincerely



Ms Gemma Greenhalgh
Head of School