



THE BURGATE SCHOOL & SIXTH FORM

Parent Transition Booklet

Salisbury Road
SP6 1EZ

Phone 01425 652039
Email burgate@burgate.hants.sch.uk





Introduction

This booklet has been carefully put together in order to provide the families of children moving into secondary school in Year 7 with as much information and advice as possible. This is to support a smooth transition into our #TeamBurgate

We have focused on a logical layout of information starting with everything you will need at the beginning of the process and finishing with the information needed for September.



TRANSITION

Transition to secondary school is a process that we all experience and approach differently. We believe that communication is a vital part of a successful transition and we would like to work with you and support you all, as parents, with your child's journey. Our aim within this material is to:

- prepare your child for the changes ahead
- build confidence
- assist your child's learning, social and intellectual development
- provide new working experiences and environments
- provide opportunities to work as a team





WELCOME FROM THE HEADTEACHER

Welcome to The Burgate School and Sixth Form website. At The Burgate School and Sixth Form we want every student to enjoy their learning and feel valued for who they are.

We believe that Every Burgate Child Matters and we recognise all of our students as individuals, encouraging each to reach their full potential. We have high aspirations for every student and are committed to raising standards of achievement and nurturing a culture of high expectations to drive success for each student in a safe, supportive and friendly environment. We want to support our students in becoming independent learners, as well as confident and responsible young people thereby achieving our motto of *Learning for Life*.

The school provides a high quality comprehensive education for children aged between 11 and 18 and we enjoy an excellent reputation within the local community for our high standards. Consequently, many students attend the school through parental choice. We offer a broad and diverse curriculum covering a wide range of subjects at GCSE and A Level which are delivered by a highly qualified and caring team of professional teachers and support staff who are committed to offering the highest quality of education to the students alongside a creative approach to learning that inspires curiosity, encourages collaboration, builds resilience and develops flexibility of thought.



As a school, we are continually looking to build on our success. Collaboration to improve learning and teaching and consultation on change will ensure the on-going success of our school. Whilst I believe that The Burgate already provides the best local education, our desire to be one of the top comprehensive schools nationally continues with great enthusiasm. I am delighted that the wide-ranging success of our students has been recognised and we continue to build on our glowing Ofsted report, which rated all aspects of the school as very strong or outstanding. At The Burgate, we aspire to deliver the very best academic and pastoral provision, which is highly valued by parents.

The school has a very committed and supportive board of trustees and we enjoy healthy links with the local community, our cluster primary schools and partnership schools. We benefit from the excellent support of parents whom we encourage to maintain close contact with the school and to get in touch whenever they have queries or concerns regarding their child's education.

I hope that this website gives you a taste of life at The Burgate School and Sixth Form. If you would like to visit in person you are always very welcome. I look forward to meeting you and welcoming you to our happy, successful and vibrant school.

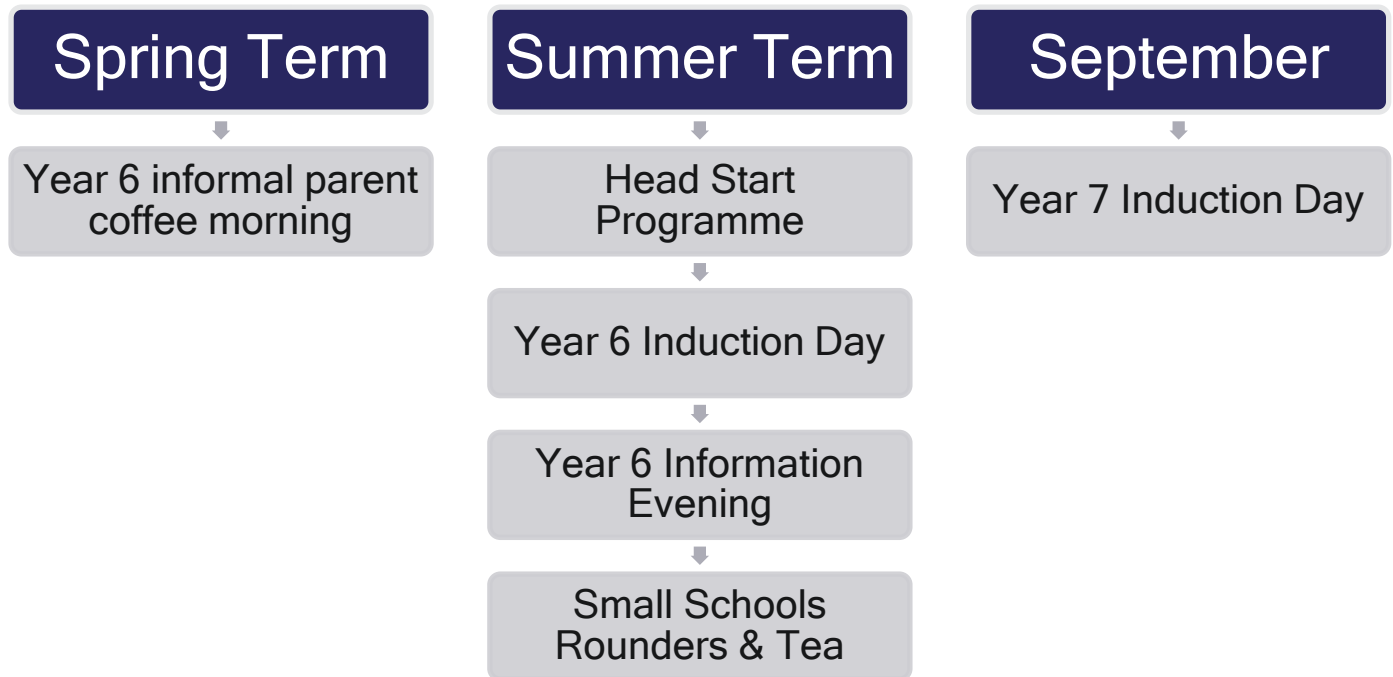
Mr David Pover
Headteacher



TRANSITION TIMELINE

Please note that all dates for these events will be confirmed on the Year 6 transition page. Some of these events are invitation only.

<https://www.theburgate.com/transitionandinductionjourney>



THE TRANSITION TEAM

Head of year 7 – Ms Lisa Mann

Ms Mann is our head of year 7 as well the front face our #TeamBurgate for induction and transition for your child. Ms Mann will visit your child's primary school and spend considerable time collating information from your child's year 6 teacher and speaking with you child in their primary school setting. She is contactable on hoy7@burgate.hants.sch.uk

Assistant headteacher Behaviour & Inclusion - Mrs Victoria Becher

Mrs Becher is the Lead for whole school transition and works alongside Mrs Mann throughout the transition process, Mrs Becher also completes school visits for some of the Salisbury schools. She is contactable on hoy7@burgate.hants.sch.uk

Admission officer – Ms Carlyne Connolly

Ms Connolly is our admissions officer and administrative support for the whole transition process. She contactable via admissions@burgate.hants.sch.uk



STUDENT SUPPORT

SEND

Our aim is to offer effective, high quality SEND support to enable students to access courses that are beneficial to their personal enrichment and future economic well-being. We will remove barriers to learning and allow students to be enthusiastic about learning and to have high expectations in the pursuit of excellence. Our LSA team promotes the spiritual, moral, social and cultural development of all students. We want our students to uphold British values and to embrace diversity by being able to appreciate other cultures, traditions and values. We want to promote a culture of inclusivity and for our students to be safe, respectful and reflective enabling them to make informed choices that affect positively on their own well-being.

OUR VALUES & BELIEFS

- We believe in 'Learning for Life' for all our students
- We value the differences and diversity that exist within the school community
- We promote inclusion
- We believe that every Burgate child matters.

WE AIM TO:

- Meet the needs of the whole child
- Remove barriers to learning
- Raise student self-esteem
- Build student confidence, independence, and resilience.
- Provide personalised support and teaching within a relevant and carefully tailored curriculum.

DISABILITY

We recognise that all students have the right to take part fully in every aspect of the life of the school and we do everything we can to make this possible. We are committed to making our curriculum and extra-curricular activities accessible to all our students and we are striving to make our school site and buildings as accessible as possible to all our students, staff, parents and users.

Students with SEND may have difficulty	What We Offer at The Burgate	Outcomes for Students
<ul style="list-style-type: none"> • Reading, writing or numeracy • Understanding information • Understanding other people • Expressing themselves • Organising themselves • Managing their behaviour • Making friends • Relating to adults • Sensory perception • Physical mobility 	<ul style="list-style-type: none"> • Quality first teaching • A curriculum to match each individual student's needs • Differentiated provision as advised by the SEND Department and the student's Individual Learning Plan. • Dyslexia support with a specialist teacher • ELSA support for students with behavioural, emotional or social difficulties • In-class support from Learning Support Assistants (LSAs) • Support in completing homework through our Homework Club • Access to ICT and specialist equipment • Catch-up programmes in literacy and numeracy • Exam access arrangements • Extra help from external services (e.g. Educational Psychologists or Specialist Teacher Advisors) • Careers advice • Headstart - an enhanced transition to the Burgate programme • Close working relationships with parents 	<p>The extra help the school offers will enable each child to:</p> <ul style="list-style-type: none"> • Reach his/her full potential • Achieve his/her personal best • Make good progress • Feel valued and included • Enjoy school

Partnership with parents:



The school works in partnership with parents to meet each child's needs. This means: We listen to the views of parents - Parents are equal partners in decisions about their child's education - Parents are kept informed about their child's needs and progress

<https://www.theburgate.com/specialeducationalneeds>

WELLBEING AT THE BURGATE

<https://www.theburgate.com/wellbeing>

Here at the Burgate School, we have an excellent reputation for the pastoral care we offer to all our students. We place real and significant importance on ensuring we create a learning environment that is safe and encouraging as well as exciting and challenging. Our student wellbeing team is well resourced and trained, with highly qualified, experienced and specialist members of the pastoral team, who work collaborating with young people, their friends and family, where appropriate, to support their everyday emotional needs.

Every student has a dedicated tutor, who they see every morning. During tutor sessions, students take part in PSHE lessons, tutor or year group activities, 1-1 mentoring sessions and so much more. The way the day starts is a crucial one, it sets you up for the day ahead. Every student is part of a year group team and is led by a Head of Year. The Head of Year is the key figure for your child in school, not only do they have an overall view of your child's academic progress and engagement in school, they also have your child's wellbeing and pastoral care at the forefront.

If you have any concerns or questions, please do not hesitate to contact your child's head of year in the first instance. They will guide you to the best person to help you or your child.



We recognise that at various points in a young person's life, sometimes more specialist and targeted support is needed, for lots of different reasons. Our in-school Wellbeing team offer a range of support strategies, including well established links with external and independent charities and agencies.

The student wellbeing team, led by Mrs Heidi Shering (Deputy Head and DSL) consists of a team of highly trained professionals offering a range of universal support plans and strategies. We have an in-school counsellor, who offers confidential support and advice to individuals as well as working with small groups of young people to address self-esteem and low mood, developing sound self-help and long term coping strategies.

We have a youth support worker from the Salvation Army, who regularly comes to school and meets with individuals and groups of students. We have an Attendance Welfare Office (AWO), who is linked with family support and

promotes good attendance at school. We have several ELSA's (Emotional Literacy Support Assistants), who also have direct links with the Special Needs department. We have lunchtime nurture groups, breakfast clubs, Lego therapy sessions and peer mentoring.

We also have a student wellbeing HUB, Designed by our students for our students

[HTTPS://WELLBEINGBURGATE.WIXSITE.COM/HOME](https://wellbeingburgate.wixsite.com/home)



UNIFORM

The Burgate School uniform is an important part of our school. We are very proud of our students who look so smart every day. For full details of our school uniform please see below and click on the link <https://www.pbuniform-online.co.uk/burgate> Uniform should be purchased online directly from our school uniform provider, [Price and Buckland](#). Any queries please view our uniform policy.

How to be prepared for September:

1. Click the link to the [Price and Buckland online shop](#)
2. Register your details or log into your account
3. Browse the range and buy your uniform

You will be given expected dispatch and delivery dates along with the option of where to receive your delivery. We understand that deliveries made to a personal address are usually dispatched within 5 working days. Longer delivery times may apply to particular items and during busy periods.

Nearly New Uniform

We would like to offer a "Nearly new" uniform service to parents.

The "Nearly New" items can be purchased at huge savings and many will be new/nearly new or in very good condition. If you have any items you wish to donate to the school to be upcycled, please take them to the main school office clearly labelled for this purpose. Clean and good quality items will be gratefully accepted!

Please contact us via: uniform@burgate.hants.sch.uk or call 01425 652039.

Thank you for your continued support with this initiative.

Uniform Expectations

Everyday Uniform	PE Kit
Blazer	Rugby shirt
Tie	Burgate branded polo shirt
White shirt (open blouse or button up with tie)	Burgate branded shorts or skirt
Burgate Branded Skirt or Plain black suit trousers	Royal Blue rugby socks
Black base layers can be worn under the shirt if your child feels the cold	PE trainers
Black leather shoes or black leather trainer	Optional:
Black tights to be worn with skirt or black socks to be worn with trousers	Burgate branded leggings
Burgate branded school jumper (optional)	Burgate branded tracksuit bottoms
	Burgate branded all weather top

All piercings need to be done at the start of the summer holiday. This is so that they can all be removed for PE lessons as all jewellery must be removed for health and safety regulations. Any queries regarding PE please email pe@burgate.hants.sch.uk

For further information please view our uniform policy via our website: <https://www.theburgate.com/policies>

**Uniform Image check list**

Item	Tick when purchased	Item	Tick when purchased
Burgate Blazer		Burgate Rugby Shirt	
Burgate Skirt		Burgate Polo Top	
Black Suit Trousers OR Black Burgate Skirt		Burgate Skort OR Burgate Sports Shorts	
Burgate Tie		Royal Blue rugby socks	
Black socks/Black tights		Trainers	
Black leather trainers OR shoes		Shin pads/gum shield/	
Plain black base layer		Plain black base layer	
Fully stocked pencil case including: Pencils, blue/black pens, highlighters, ruler, rubber, scissors, glues, green biro, scientific calculator.		Plain black sports leggings (not branded and thick sports material)	



Year 6 Induction Days

Induction Day 2023: Friday 7 July 08:30 – 15:00

Our new Year 7 students should arrive by 08:30 for registration at 08:35 in their own current school uniform – no PE kit is needed on this day. We provide our new students with a snack and drink at break time and a picnic lunch. The day is spent enjoying fun taster lessons and exploring the school. The school day will finish at 15:00 when we will help those who have indicated they will be travelling by bus to board the correct service or parents can collect from this time.

Bus transport will only be available on the B1-B6 or 763 routes and parents must have notified us of this on the induction day registration forms submitted earlier this year. Travel on these routes will be free. We do expect parents to assist their child with boarding the correct bus route in the morning and in the afternoon we will help students on to the bus route indicated on the induction day registration forms.

It is the responsibility of parents to inform the school of any changes to the information submitted on the registration form, particularly regarding how your child will be collected on this day, any medical, SEND or dietary changes.

Year 6 Parents Information Evening

Information Evening 2023: Friday 7 July 15:30 – 16:30 in the Main School Hall



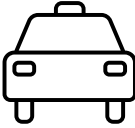
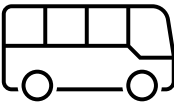
Parents are invited to a presentation focusing on the development of the teenage brain, transitional changes for children and how parents can support this milestone. We would like all parents to attend with their child. Parents will then be able to speak with key members of staff. Such as; Lisa Mann Head of Year, Phil Brennan SENDCO, Victoria Becher, Assistant Headteacher and Carolyne Connolly, Admissions. There will also be some of our other pastoral team members present.

We look forward to seeing you at what is sure to be an informative and pleasant evening.



GETTING TO AND FROM SCHOOL

Please take some time to look at our [safe and smart tips for travelling to The Burgate](#) and the [Hampshire Road safety newsletter](#) designed for students and secondary school transition.

	On Foot	Students can gain access to the site via the back students gate, side gate and front gate. These are locked by 08:40 so please ensure that your child is in on time.
	Cycle	A growing number of our students cycle or scooter to school. We have a secure well covered bicycle rack by our tennis courts where students can secure their items. We would advise that all students undertake their road safety /cycling proficiency course to ensure they are road aware. All students cycling must wear helmets.
	By Car	Parents may collect or drop off their child at school by using the drop off zones at the front of school. Our main school road is also a bus lane and so we please ask that you use the designated drop off zones only. With the exception of our disabled parking slots parents are asked not to park inside school.
	By Bus	<p>Please check our school travel page for information and bus timetables to be sure of routes, bus stops, ticketing and exact times. Students should arrive at bus stops 5-10 minutes prior to the published collection time. It is very rare but sometimes due to traffic buses may on occasion be delayed - as soon as the school is aware of any issues we will send an email school comms message to parents to update them.</p> <p>If you believe your child may be eligible for free school bus transport you will need to apply directly to your local school transport team by 1 July to ensure that transport is organised in time for the beginning of the school term.</p>



The Burgate Values, Ethos & Expectations

Our motto is 'Learning for Life'.

Our vision is for every student to enjoy their learning and feel valued for who they are.

Our mission is to provide a broad and diverse curriculum with a creative approach to learning that inspires curiosity, encourages collaboration, builds resilience and develops flexibility of thought.

Our Values

Kindness, Honesty, Fairness, Ambition, Confidence, Inclusivity, Enthusiasm, Creativity

Restorative Practice & Recognition

The Burgate School and Sixth Form is committed to creating an environment where every student enjoys their learning and feels valued for who they are. Everyone is expected to maintain the highest standards of personal conduct, to accept responsibility for their behaviour and to encourage others to do the same. This underpins our school motto "Learning for Life."

We appreciate that our students have phones and use these for bus passes. We want all our students to value social contact with peers and invest in their education therefore after 08:30 any phone seen or being used will be removed and the student we be kept behind after school.

Expectations

We have high expectations of all our students at all times. We have three expectations that underpin all our restorative practices within school. These are:

- Be Safe
- Be Respectful
- Be Ready to Learn

The Burgate Restorative Blueprint

Restore - R3

Is a series of *leadership* led interventions with continued and detailed contact with parents.

Reset & Maintain Expectations - R2

Student Focus

Students will be on time to Room 2 in correct uniform. Students will take part in R2 repair with HOD/HOY. A range of strategies will be used and parents informed.

The CORE

The Burgate Expectations

- ❖ Be Safe
- ❖ Be Respectful
- ❖ Be Ready to Learn

The Repair – R1 Five Steps to repair

Student questions:

1. From your perspective, **what happened?** (Listen fully, carefully and dispassionately to their account)
2. **What were you thinking at the time?** (Reconsider and replay their actions)
3. **What have you thought about it since?** (Opens opportunity to shift explanation, find depth of honesty, seek an apology)
4. **How do you think "X" felt?** (How did others react to their behaviour, bigger picture thinking)
5. **Who else has been affected?** (Think about others who have been affected by their action)

ALL Logged on SIMs/Logged with home at every stage

HOD/HOY Focus

Repair led by HOD or HOY
Appropriate community focused task or work arranged for after school. Parents will be informed by HOD/HOY of date of afterschool.

Be prepared

- Focus on the outcome of success
- Give the meeting enough time
- Don't nit pick small issues
- End & send



Golden Thread
Consistent
Flexibility



The Burgate Curriculum

Curriculum Intent:

- We provide an ambitious, high quality and relevant curriculum that will give all students, particularly the most disadvantaged and those with SEND or high needs, the knowledge and cultural capital to succeed in life.
- Our inclusive curriculum is coherently planned and sequenced enabling our students to acquire the knowledge and skills for future learning and employment.
- We promote Spiritual, Moral, Social and Cultural development. We want our students to uphold British values and to embrace diversity by being able to appreciate other cultures, traditions and values.
- We teach our students to be safe, respectful and ready to learn in order to enable them to make informed choices that effect positively on their own well-being.

Implementation:

- In Years 7 and 8 the students follow a broad and varied curriculum. The focus is on stretch and challenge for all to enable the students to make rapid progress and to acquire the skills and knowledge required for the GCSE years.
- Students are placed predominantly in mixed ability teaching groups with two high ability sets pre-GCSE to enable rapid progress for more able on entry.
- Formal assessments (learning landmarks) are conducted according to our Assessment & Reporting schedule and targets are shared with students and their parents on a regular basis though the termly report. A formal exam week is built in to the programme for each year group.
- We operate a three-year programme of study from Year 9-11 to enable the students to develop deeper knowledge and understanding of their chosen GCSE subjects and offer breadth beyond the examination specifications. We will encourage students to enjoy their learning, improve their personal organisational skills and enhance their cultural capital through enrichment opportunities and 'exploration' projects.
- The GCSE offer is planned with a clear progression onto Post 16 studies and beyond. In Year 8 students are supported in making informed choices and are encouraged to study a broad range of subjects including humanities, languages and the arts. Where appropriate some students may follow an alternative curriculum.
- The type of Level 2 qualifications (GCSE, BTEC, CNat) on offer have been chosen to ensure high quality transition to Level 3 courses.
- Post 16: Many of our students choose to continue their studies in our sixth form. The choice of courses is broad and balanced and students build on the choices made pre 16.
- In addition to the traditional curriculum subjects we also deliver a Core Skills programme (literacy and numeracy catch up) to improve students' access to the broader curriculum.
- PSHE is delivered through tutor lessons and is specifically tailored to each year group based on the principles of SMSC and British Values.
- Religious Education is taught to all students as a curriculum subject in Years 7 and 8 and it is also an option subject for GCSE and A Level. In Years 9, 10 and 11 Religious Education is delivered through PSHE lessons, as it is in the Sixth Form.
- Students are prepared well for the wider social and economic world through extra-curricular activities and enrichment opportunities. Students are able to participate in trips and visits both at home and abroad and teachers regularly offer extra-curricular activities ranging from STEM to Amnesty International. (A full list is available on our website). All students in Year 10 and Year 12 undertake work experience and the school hosts a yearly careers event and has its own independent careers advisor.

A list of all the subjects and exam boards we use for GCSE and A level is available to download from the Exams Information section on our [Exams and Assessment webpage](#).





Homework Expectations for Year 7

Homework enhances the teaching and learning within school and is an excellent way of fostering independent learning.

Homework does not have to be a written task. It can be a 'thinking' task, an on-line exercise, research or pure learning. Teachers utilise the work completed at home and give feedback to the students, either by marking the work, setting a quiz/test or through discussion/feedback depending on the nature of the task.

There are three main types of homework

- Revision for a test/exam
- Demonstrating learning (deliberate practice)
- Consolidation

Feedback on homework is an opportunity for SIR marking, peer or self-marking. The R in SIR is crucial to success; students will be given the opportunity/time to respond to the suggested improvements (in green pen) during a lesson.

In Year 7 students can expect to receive one homework per subject a week which should take approximately 30 minutes.



Sample Timetable for Year 7

	REG	1	2	3	4	TUT	TUT	5	6
1Mon	Rg LB R5	Pe DB SH	Ic AR R22	Hi LB R4	En JM R4		Tu LB R5	Sc CR R16	
1Tue	Rg LB R5	En CE R4	Ic AR R23	Ma AI R2	Sp CL R44		Tu LB R5	Mu GO R25	
1Wed	Rg LB R5	Pe DB SH	En CE R5	Tc CV R11	Re AD R6		Tu LB R5	Gg KT R4	
1Thu	Rg LB R5	Fr KG R45	Ar SR R38	En CE R4	Ma AI R2		Tu LB R5	Sc CR R16	
1Fri	Rg LB R5	Gg KT R3	Ma AI R2	Hi LB R5	Sc JW R15		Tu LB R5	Sp CL R44	

	REG	1	2	3	4	TUT	TUT	5	6
2Mon	Rg LB R5	Pe DB SH	Ic AR R22	Hi LB R4	En JM R4		Tu LB R5	Sc CR R16	
2Tue	Rg LB R5	En CE R4	Ic AR R23	Ma AI R2	Sp CL R44		Tu LB R5	Mu GO R25	
2Wed	Rg LB R5	Pe DB SH	En CE R5	Tc CV R11	Re AD R6		Tu LB R5	Gg KT R4	
2Thu	Rg LB R5	Fr KG R45	Ar SR R38	En CE R4	Ma AI R2		Tu LB R5	Sc CR R16	
2Fri	Rg LB R5	Gg KT R3	Ma AI R2	Hi LB R5	Sc JW R15		Tu LB R5	Fr KG R45	

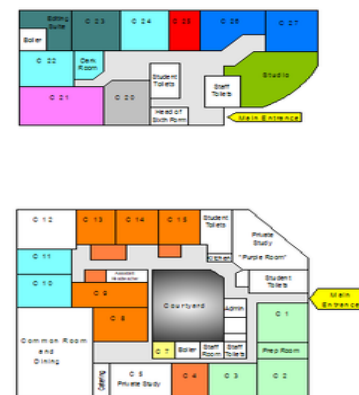
The Burgate School Day -

Registration - 08:35
 Lesson 1 - 08:45
 Lesson 2 - 09:45
 Breaktime - 10:45
 Lesson 3 - 11:00
 Lesson 4 - 12:00
 Lunch/Tutor Lesson - 13:00
 Lesson 5 - 14:00
 Enrichment Options - 15:00 (these are activities are optional)

School Map



Sixth Form





Attendance

"Central to raising standards in education and ensuring all pupils can fulfil their potential is an assumption so widely understood that it is insufficiently stated – pupils need to attend school regularly to benefit from their education. Missing out on lessons leaves children vulnerable to falling behind. Children with poor attendance tend to achieve less in both primary and secondary school." DFE November 2016

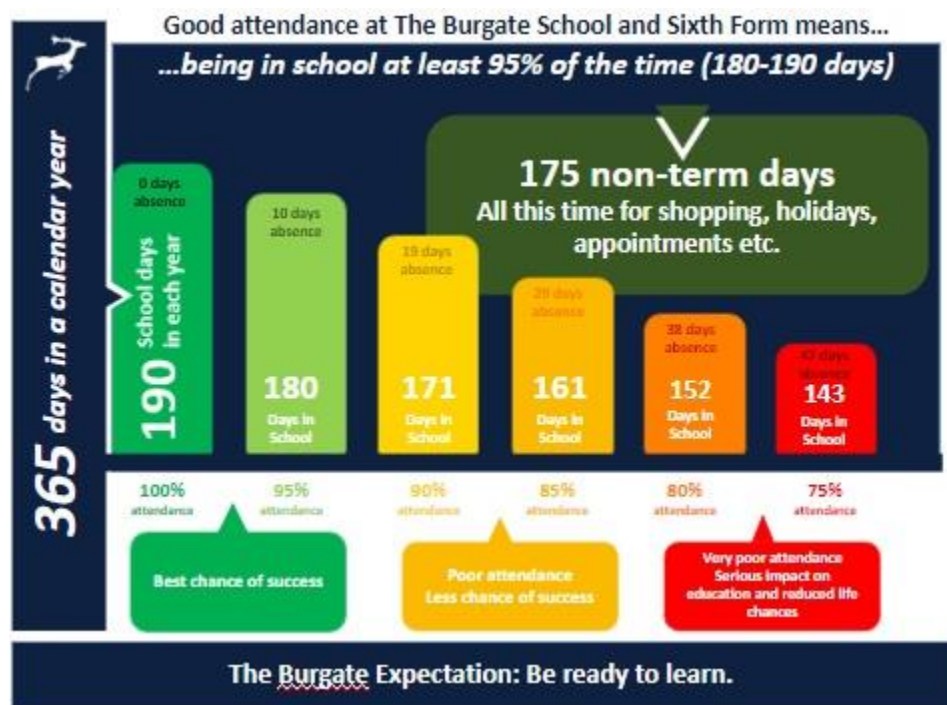
The government expects schools and local authorities to:

- Promote good attendance and reduce absence, including persistent absence.
- Ensure every student has access to full-time education to which they are entitled.
- Act early to address patterns of absence.
- Parents to perform their legal duty by ensuring their children of compulsory school age who are registered at school attend regularly.
- All students to be punctual to their lessons.

For a student to reach their full potential, both academically and pastorally, a high level of school attendance is essential. It is our duty to constantly strive to achieve a goal of 100% attendance for all students. Every opportunity will be used to convey to students and parents/carers the importance of regular and punctual attendance. It is vital that your child is at school, on time, every day, unless the absence is unavoidable. The routines and patterns children develop around attendance and punctuality at school are the same as the expectations of any future employer in the world of work. There is a direct correlation between high attainment, confidence with peers and adults, future aspirations and good attendance.

Please call or email the school before 08:15 email: attendance@burgate.hants.sch.uk

It is important that you identify who you are in your call or email/ give your child's name and tutor group and the reason for their absence. You will need to call or email on each day that your child is absent unless they have a long term condition that the school has been made aware.





Use of ICT Systems

We expect all our students to respect the opportunities to use technology within their learning. This extends to all use of Microsoft products and equipment. Office 365 is the main login our students will need throughout their school career. Through this portal they can access all Microsoft applications including Word, Teams, PowerPoint and much more. This will be set up in their first few weeks. All homework is set through this system.

We use Sims Parent App as well as Sims Student App. Both of these allow the account holder to see attendance, behaviour, recognition points and timetables. You will be sent a link to set this up in the first week of school. Any issues please contact ICT support.

For helpful 'how to' videos and advice please visit our webpage below

<https://www.theburgate.com/office365andsims>

Music Lessons:

Uptake of music lessons is very high at The Burgate, and we are fortunate to have an excellent staff of visiting teachers offering lessons on most instruments including Saxophone, Clarinet, Oboe, Flute, Strings, Brass, Guitars (incl. Bass), Drums, Piano, and Voice.

We organise for students to receive 30 lessons across the school year, split into three termly blocks. Lessons last for 30 minutes and are either individual or group lessons, dependent on your preference. Lessons take place during the normal school day and timetables are rotated each week to reduce any impact on academic study. Students need to check the music noticeboard carefully every week and make note of their lesson times.

INDIVIDUAL LESSON COSTS

- One annual payment of £450 (equating to £15.00 per lesson) or
- Three termly* payments of £160 (equating to £16.00 per lesson)

GROUP LESSON COSTS

(This is subject to enough students signing up to group lessons, and is also ability dependent to avoid mixed ability groupings.)

- One annual payment of £285 (equating to £9.50 per lesson)
- or
- Three termly* payments of £95 (equating to £9.50 per lesson)

If you wish to choose group lessons, please indicate on the reply slip the standard your son/daughter is currently at (i.e., beginner, Grade 1, 2 etc) so groupings of similar ability can be timetabled. * Please note that termly payments are required in advance of each term upon invoice.

Please be aware that for all lessons there is an annual commitment. If students wish to cease lessons, please notify Ms Goodyear via [email](#) by the end of the Autumn Term (December), otherwise lessons and payment are expected for the remainder of the academic year.

The school heavily subsidises the costs of instrumental lessons, and therefore expects a musical commitment from students in return. We have a wide range of musical ensembles rehearsing each week and will invite your son/daughter to make a commitment to an ensemble in September.

Music lesson bookings for this September must be made by Friday 7 July 2023. Please email admissions for further details.

Note: Payment should be made via the school gateway between **TBC**. Payment of one term is non-refundable.



Check List For Parents

These are some of the most important forms and arrangements that need to be set in motion for a smooth start to The Burgate.

- Data Collection Form
- Coffee Morning or Year 6 information evening
- Summer School Booking (invitation only)
- Music lesson request form
- All medical and SEND information shared with the school
- Uniform
- Transport arrangements

