

**Principal: Ms K. McGillicuddy BA(Hons) MA FRSA**

Broadoak Academy, Windwhistle Road,  
Weston-super-Mare BS23 4NP Tel: 01934 422 000  
Email: [enquiries@broadoakacademy.clf.uk](mailto:enquiries@broadoakacademy.clf.uk)  
[www.broadoakacademy.clf.uk](http://www.broadoakacademy.clf.uk)



Friday 28 May 2021

Dear parents and carers,

It gives me great pleasure to welcome you to our Broadoak family. We are really looking forward to meeting you and your child in person. We have already been in discussions with Year 6 teachers and other staff from your child's primary school to find out as much as possible so that we can make the transition as smooth as possible.

We very much hope that your child will be able to spend three days with us from Tuesday 29<sup>th</sup> June to Thursday 1<sup>st</sup> July which we are calling 'The Big Step Week'. This is still very much dependent on health and safety guidelines which we will need to follow. If we are allowed to go ahead, this will provide an excellent opportunity for your child to enjoy some secondary learning experiences, meet key staff and students from other primary schools and familiarise themselves with the physical environment of our Academy. We will be working closely with our primary colleagues to facilitate this event, many of whom will be joining us at Broadoak at some point during the week. If we cannot go ahead as planned, we will be still providing some form of transition experience here at Broadoak, albeit on a slightly smaller scale. Confirmation will be sent out after half-term with exact details.

In the meantime, if you have any questions or anything you wish to share with us, please do not hesitate to get in touch using [transition@broadoakacademy.clf.uk](mailto:transition@broadoakacademy.clf.uk)

Once again, welcome to you all! We are really looking forward to working in partnership with you.

Best wishes,

**Adam Knight**  
**Head of Lower School**  
**Broadoak Academy**



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