



**School Site:** Chanctonbury Road, Burgess Hill, West Sussex, RH15 9EY  
**College Site:** Birchwood Grove Road, Burgess Hill, West, RH15 0DP  
**Tel:** 01444 244133 **Email:** office@woodlandsmeed.co.uk  
**Headteacher:** Mr Adam Rowland

January 2025

Dear Parent / Guardian

### Transition to Year 10 – College Site

We are looking forward to welcoming your son or daughter to our new college building in September 2025 to start the next stage of their education and prepare for adulthood.

We will be hosting a presentation for parents about transition to Year 10 during our Parents Evening on 4<sup>th</sup> February at 4pm or 6pm including a tour of the college site.

Year 9 pupils will have informal and formal visits in the spring and summer terms plus their own presentation and official interview.

We will repeat the parent presentation and offer an opportunity to look round the college when students are working at 9.30am on Tuesday 18<sup>th</sup> March or Wednesday 18<sup>th</sup> June.

Please book onto which presentation you would like to attend by clicking [here](#)

<b>PARENTS</b>	
Tuesday 4 <sup>th</sup> February	College Parents Evening Year 9 Parents Presentation 7pm or 6pm
Tuesday 18 <sup>th</sup> March	9.30am College Tour & Presentation
Wednesday 18 <sup>th</sup> June	9.30am College Tour & Presentation
Tuesday 1 <sup>st</sup> July	Parents Evening – meet your new teacher 4pm/6pm
<b>PUPILS</b>	
Spring Term 2025	Informal visits to college SMT informal visits to class
19 <sup>th</sup> & 20 <sup>th</sup> May	College Presentation & Interviews – Lake & Mountain
Tuesday 3 <sup>rd</sup> June	Transition Visit to college
Tuesday 10 <sup>th</sup> June	Transition visit to college
Hedgehogs / Ocean	Bespoke programme of visits

Teachers will have allocated meeting time in June to 'hand over' pupil details to new class staff.

If you have any questions about transition please get in touch by phone or email [gbarton@woodlandsmeed.co.uk](mailto:gbarton@woodlandsmeed.co.uk)

We look forward to meeting you

Yours faithfully

**Gillian Barton**  
Deputy Head Teacher SEND, College Site