



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 2026

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 2026 to start the next stage of their education and prepare for adulthood.

We will be hosting tours of our college site at 4pm or 6pm during our Parents Evening on 10th February followed by a Q & A session with the senior leaders.

Year 9 pupils have already started informal visits to the site, and these will continue in the spring and summer terms; pupils will also have a formal interview.

We will offer an opportunity to look round the college when students are working at 9.30am on Tuesday 10th March or Wednesday 20th May.

Please book onto which presentation you would like to attend by using this Survey Monkey link - <https://www.surveymonkey.com/r/X3ZQCC5>

PARENTS	
Tuesday 10 th Feb	College Parents Evening Year 9 parents tour 4.15pm or 6pm
Tuesday 10 th March	9.30am College Tour
Wednesday 20 th May	9.30am College Tour
Tuesday 7 th July	Parents' Evening - meet your new teacher 4.15pm / 6pm
PUPILS	
Spring & Summer terms	Informal Visits to college / SMT informal visits to class
21 st April	College visit and presentation by SMT
8 th & 9 th June	College interviews at school site
Tues 23 rd June	Transition visit to college
Orange Pathway	Bespoke programme of visits
Wednesday 1 st July	College Bump Up morning

Teachers will have allocated meeting time in June to 'hand over' pupil details to new class staff and you will have an opportunity to meet your child's new teacher at our summer term parents' evening

If you have any questions about transition, please don't hesitate to get in touch.

We look forward to meeting you

Yours faithfully

Gillian Barton
Deputy Head Teacher SEND, College Site
gbarton@woodlandsmeed.co.uk