



Allenbourn Middle School
East Borough, Wimborne, Dorset, BH21 1PL
Email: office@allenbournmiddle.org Tel: 01202 886738
www.allenbournmiddle.org
Headteacher: Mr M Legge B.Ed (Hons) NPQH

25th April 2025

Dear Parents/Guardians

Transfer to Middle School

I am delighted to be able to write to you for the first time regarding your child joining Allenbourn Middle School in September 2025. I am sure you will agree this is an exciting time for your child as they finish their first school education and embark on new challenges with us. It is very important that the transfer process from first to middle school works effectively to best prepare your child for their first day with us on **Monday 8th September 2025**.

The process of meeting with first school colleagues is already underway. Mr Wright, our Head of Year 5 and Mrs Burley, our SEND Lead, will be making visits to first schools during this term. They are in regular contact with your child's teachers, gathering the necessary information regarding your child to best support their move to our school. You will have the opportunity to meet Senior staff and the Year 5 teaching teams at Induction evening.

During this term there are two key dates that I would like to bring to your attention:

Friday 27th June - Transfer day for pupils starting September 2025. *Details of this day can be found below.*

Monday 30th June - New Year 5 Induction evening at 7:00pm. This evening is for Parents only. *I would encourage you to attend this event as the evening provides the opportunity to meet your child's new class teacher.*

Arrangements for Transfer Day

Our school day begins at 8:40am and our staff will be available at both our front and rear gates to welcome children (and their parents) to ensure that they arrive safely with their friends **from 8:30am. Transfer day will finish at 2.50pm.** We ask that **parents collect their child from the main playground at the front of our school on foot for this first day with us.** Please click on this [LINK](#) and complete the form to enable you to confirm how your child will be getting home. Please ensure that your child also knows how they are getting home on this day.

It would be helpful to the children if they could travel to Allenbourn Middle in the same way that you intend them to from September. If your child travels on the school bus we will ensure that your child is placed on the correct bus at the end of the day. For those travelling by car, we would ask that you avoid parking in or driving into the school as this area gets very congested. Instead, please use the Allendale car park and enter/exit our site via our rear gate. This gate will be open in the morning and at the end of each day.

Your child will need a packed lunch for their first day with us.





School Uniform

Our school uniform can be purchased from Bartletts' Schoolwear, 45 East Street, Wimborne. **A representative from Bartletts will be in attendance at our Induction Evening on Monday 30th June.** You will be able to view our uniform and there will be an opportunity to talk to staff. You will also be able to make an appointment to visit the shop to purchase uniform on this evening.

We very much look forward to welcoming you to Allenbourn Middle School over the coming months and I am confident that your child will enjoy a successful transfer to middle school. Please do visit our website www.allenbournmiddle.org for general information.

If you feel that we can be of any further assistance in preparing your child for September or you have any questions then please do not hesitate to contact us by emailing admissions@allenbournmiddle.org.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'M Legge'.

Mr Mark Legge
Headteacher