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Ref: GK/KR  
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Dear Headteacher

**Transition Day - Year 6 - Wednesday 6 July 2022**

I would like to remind you that traditionally in Waltham Forest, Primary and Secondary Headteachers have agreed that the first Wednesday of July is used across the borough as a 'Year 7 Transition Day'. This day enables Year 6 children to visit their intended secondary school, meet teachers and engage in positive activities.

**Therefore, this year, the Waltham Forest Year 7 Transition Day will fall on Wednesday 6<sup>th</sup> July.** Whilst the Local Authority (LA) do not directly engage in the organisation or delivery of this Transition Day, we fully support it and would encourage all our schools to take part. As we collectively move out of the pandemic, we would further encourage an in-person transition day, where practical, and we would suggest that the Transition Day is a good opportunity for Year 6 students to take their best piece of written work into their Year 7 teachers.

We very much hope that we can continue with this joint approach to ensure that pupils are supported with this key transition point.

Last year, a Heads' Working Group devised a common transfer process form, Year 6 to Year 7 – the letter regarding this and form are attached.

Regards



**Gerry Kemble**  
**Assistant Director – Schools**