



Birchwood Community High School

Birchwood Community High School
Brock Road, Birchwood,
Warrington, Cheshire, WA3 7PT

Tel: 01925 853500
Email: contactus@birchwoodhigh.org
www.birchwoodhigh.org



Welcome to Birchwood - Transition Information

Dear Parents/ Carers

I hope this message finds you well.

As we begin preparing for the exciting transition from primary to secondary school, we are looking forward to welcoming our new Year 7 students to Birchwood.

The transition days provide an important opportunity for students to become familiar with the school environment, meet staff and other students, and begin building confidence ahead of September.

To support both students and families during this process, we have outlined below details of our transition days, SEND coffee morning/afternoon, and Parent Information Evening. Please take a moment to read through the details below.

Additional Needs Coffee Morning/Afternoon

If your child requires additional support, we would like to invite you to our Coffee Morning/Afternoon on **Monday 29th June**.

We are offering two sessions: **10:00am and 4:00pm**. The sessions will be held in the Birch Room; please report to the Community Building entrance upon arrival. This event provides an opportunity to meet key members of our SEND team, discuss any concerns you may have, and learn more about the support available at Birchwood.

You are welcome to bring your child if you feel this would be beneficial, although parents and carers are equally welcome to attend on their own. Our Transition Ambassadors will also be available to provide school tours, helping students to become more familiar with the school and easing their transition.

If you would like to attend, please complete the form linked here: [\[SEND Coffee Morning/ Afternoon 2026: Fill in form\]](#)

Transition Days Schedule

Birchwood's transition days are scheduled for **Wednesday, 1st July**, and **Thursday, 2nd July**. The schedule for both days:

Wednesday 1 st July 2026		Thursday 2 nd July 2026	
9.00 - 9.50am	Arrival (student entrance) Welcome assembly Session 1	9.00 - 9.50am	Arrival (student entrance) Day introduction School tour Session 1
9.50 - 10.45am	Session 2	9.50 - 10.45am	Session 2
10.45 - 11.05am	Break	10.45 - 11.05am	Break
11.05 - 12.00pm	Session 3	11.05 - 12.00pm	Session 3
12.00 - 12.55pm	Session 4	12.00 - 12.55pm	Session 4
12.55 - 1.55pm	Lunch	12.55 - 1.55pm	Lunch
1.55 - 2.45pm	School tour and line-up practice Session 5	1.55 - 2.30pm	Awards Assembly & farewell (Session 5)
3.00pm	Dismissal from main hall	2.30pm	Dismissal from main hall



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Key Information

Students should wear their current primary school PE kit on both days. We will be providing all students with food for break time and lunchtime on both days, although if they would prefer to bring their own packed lunch and snacks, then this is fine with us. We ask that students bring a refillable water bottle with them on both days.

End of Day Arrangements

Year 6 students are permitted to leave at the times above, after being dismissed from the main hall. You can either collect them from the front of school or they can make their own way home.

Students will be dismissed one primary school at a time, with senior staff coordinating the process. Students with siblings in the school may wait in the main hall until our school days ends (3.10pm on Wednesday and 2.40pm on Thursday).

Student Friend Request Form Groupings

We understand many students may feel anxious about joining a Year 7 form group and the friends they wish to be paired with. To support this transition, we are working closely with Year 6 teachers to ensure that every child is placed with at least one friend wherever possible.

Students joining Birchwood without peers from their primary school will be placed together where possible, allowing them to share the transition experience and build new friendships.

Parent Information Evening: Thursday 2nd July

We look forward to meeting you at our Parent Information Evening.

The evening includes a 30-minute welcome talk covering:

- Behaviour systems
- Enrichment opportunities
- Curriculum outline

Following the talk, you will have the opportunity to:

- Speak to Year team and form tutors
- Consult with our SEND department
- Purchase uniform
- Ask any questions

To accommodate everyone, we have organised two sessions and assigned specific time slots to different primary schools.

The first session is at 4.30pm (with arrival from 4.15pm), the second slot is 5.30pm (arrival from 5.15pm).



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Assigned sessions are as follows. If the allocated session for the Parent Information Evening is not convenient, please feel free to attend the alternative session.

First talk at 4:30 pm : Arrive from 4:15 pm	Second talk at 5:30 pm : Arrive from 5:15 pm
Alderman Bolton Primary School Beamont Primary School Bewsey Lodge Primary School Birchwood CE Primary School Brook Acre Community Primary School Bruche Academy Cadishead Primary School Christ Church CE Primary School Padgate Cinnamon Brow CE Primary School Croft Primary School Culcheth Community Primary School Dallam Community Primary School Evelyn Street Primary School Gorse Covert Primary School	Halton Lodge Primary Irlam Endowed Primary School - Manchester Locking Stumps Community Primary School Meadowside Community Primary and Nursery School Newchurch Community Primary School Oakwood Avenue Community Primary School St Andrew's CE Primary School St Benedict's Catholic Primary School St Margaret's CE Voluntary Aided Primary School St Oswald's Catholic Primary School St Stephen's Catholic Primary School St Vincent's Catholic Primary School Twiss Green Primary Warrington St Ann's CE Primary School Westbrook Old Hall Primary School

If you have any questions before any of these events, please do not hesitate to get in touch. We are very much looking forward to meeting our new Year 7 students and their families and welcoming you to the Birchwood community.

Kind regards,

Mrs J Richards

Assistant Headteacher & Transition lead