

DJM/CCH

25 March 2026

Dear Parent/Carer

**JESMOND PARK ACADEMY: TRANSITION FROM PRIMARY TO SECONDARY**

We are delighted that you have chosen Jesmond Park Academy for your child's secondary education, and I am confident that they will be happy here and enjoy a successful and fulfilling time with us over the next seven years.

We will keep you updated about our transition programme through our school website [www.jesmondparkacademy.org.uk](http://www.jesmondparkacademy.org.uk). Please visit the website regularly to stay up to date. You can find our transition pages by clicking on "About the Academy" in the top menu bar followed by "Transition" in the drop-down menu. This will take you to our dedicated website area containing all the valuable information you need to know related to Year 6 transition.

Regarding our transition evening for parents and carers, this is calendared for Wednesday 1 July (5pm-7pm), and our transition days for students are scheduled for Thursday 9, and Friday 10 July. We will be in touch closer to the time to confirm the specific arrangements for these events.

In the meantime, enclosed with this letter is our registration form. Please return the form by post by **22 May 2026** for the attention of Mrs C Chirnside or email it to us at [admin@jesmondparkacademy.org.uk](mailto:admin@jesmondparkacademy.org.uk).

continued overleaf

**Dave Merrifield** Head of School

**Steve Campbell** Executive Headteacher

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Alternatively, we have an online form that you can complete, which you can find here -> <https://bit.ly/4spFrOr>

**We also request that you provide us with a copy of a form of identification of your child.** This helps us to ensure we have the correct order and spelling of their legal name. Please note that there is no legal requirement to provide this information, but please be advised that if we have a different spelling to what is on any other legal documentation your child has, this can cause issues with exam certificates, further education, and employment.

If there are any changes to your contact information following the submission of your form, we would very much appreciate it if you could inform us as soon as possible to ensure that anything we send to you is posted/emailed to the correct address. You can contact us by telephone on (0191) 2818486 or via email at [admin@jesmondparkacademy.org.uk](mailto:admin@jesmondparkacademy.org.uk) If you are emailing us, please be sure to include your child's name and which primary school they are currently attending.

We will update you in due course about the school uniform requirements for next academic year and how you will be able to go about purchasing these items.

We are here to provide as much support as possible and make sure that your child's transition to us is as smooth as it can be. We look forward to meeting you at our transition information evening in June and welcoming your child to Jesmond Park Academy in September 2026.

Yours faithfully

A handwritten signature in blue ink, appearing to read 'D Merrifield', written over a light blue horizontal line.

Mr D Merrifield  
Head of School