

Principal Mrs L Pratt
Priesthorpe Lane, Farsley, Pudsey, Leeds LS28 5SG



Dear Parents/Carers,

I hope you are all well. My name is Jane Cronshaw and I am the Key Stage 3 Leader at Co-op Academy Priesthorpe. One of my main roles is coordinating the transition arrangements for Year 6 students to our Academy.

I would firstly like to echo our Principal's welcome letter when I say we are delighted that your child will be joining Co-op Academy Priesthorpe in September to begin the next exciting stage of their educational journey. We take this responsibility incredibly seriously and will do all we can over the coming years to support, guide and encourage your child to be the very best they can be, in terms of both their personal and educational development.

In the coming weeks I will be sending out more information which will help you in the Transition process, and that will provide you with full details about our Transition Day.

However, could I take this opportunity to ask that if you have not already confirmed the acceptance of your son/daughter's place at the Academy for September you do so by replying to this email, stating their first/ last name and their date of birth.

Finally, please do not hesitate to contact the Academy if you have any further questions and I look forward to liaising with you in the coming weeks.

Many thanks

Jane Cronshaw
Key Stage 3 Leader