



Victoria Road site  
Victoria Road, Burton upon Trent,  
Staffordshire. DE14 2LU

Orchard site  
Belvoir Road, Burton upon Trent,  
Staffordshire. DE13 0RA

Head Teacher: Mr Lee Smith  
Telephone: 01283 247420  
E-mail: [enquiries@victoria.staffs.sch.uk](mailto:enquiries@victoria.staffs.sch.uk)



Victoria Community School



@VictoriaCommun1

8<sup>th</sup> November 2023

### **Y5 Transition Morning at Abbot Beyne High School**

Dear Parents and Carers,

We are pleased to tell you that Year 5 have been invited to visit Abbot Beyne High School on **Wednesday 22<sup>nd</sup> November 2023**. The aim of the morning is to give children an opportunity to visit the school, meet the staff and experience a high school.

This visit will take place during the school day, with transport being provided by Abbot Beyne; on the day please ensure your child is in full school uniform with a waterproof coat and sensible shoes, these will need to be clearly labelled with your child's name.

Please ensure that your child is at school on time at **8.40am**, it is important that all children are registered and ready for the coach to leave on time.

The children will return to Orchard site at 12:30pm, for their lunch and afternoon learning. As this will be later lunch time than usual, all the children will need a **packed lunch** clearly labelled with their name. If your child is in receipt of free school meals a packed lunch can be provided if you wish.

Please collect your child at their normal time of **3:10pm**.

There is no cost for this trip, however for your child to take part we must have parental permissions no later than **Monday 13<sup>th</sup> November 2023**.

Please submit your parental consent via:  
[ParentPay - Leading Cashless Payment System for Schools](#).

If you require help in setting up your ParentPay account please contact the School Office Team on 01283 247420.

Yours sincerely

A handwritten signature in black ink, appearing to read "L Smith".

Mr L Smith  
Headteacher

***Where everyone is important***