



HOLY TRINITY ACADEMY
HEADTEACHER: Mr Angus Neal



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Dear Parent/Carer

We are delighted to offer your child a place at Holy Trinity Academy for September 2026. Can I take this opportunity to welcome you to our community and to assure you that the staff of the Academy will do everything possible to make your child feel welcome.

All admission details will be entered using an online system. All consent and admission forms must be completed using the online system by **Friday 1st May 2026**. Completing the online forms will be an indication that you have accepted the offer of a place for your child.

If there are any changes to contact or address details prior to September, these can be made using the system.

Transport

If you have any questions regarding School transport, please contact Transport at T&W Council on 01952 384620.

Requests for transport assistance must now be completed online by following the link below:

Telford.gov.uk/info/20025/school_information/10/home_to_school_transport

Induction days

A 3-day induction programme for all Year 6 pupils is planned for the following dates: **Wednesday 8th July, Thursday 9th July and Friday 10th July 2026**. Students will need to bring a pen and pencil for use during the days and a small notebook if they want to make any notes. Students will also need to bring a water bottle for use during the day.

During these days, students will be able to meet some of their teachers, other students, become familiar with the building and answer any questions or address any concerns that they may have regarding transition. Students should wear their normal Primary school uniform for induction days.

In order to prepare for the days, please complete the short form below to share some information about your child's interests and any concerns they may have.

[Year 6 student information 2026 – Fill in form](#)

In line with arrangements for September, parents will be unable to park on site in the morning. We operate a drop off system where students can be dropped off in the layby in school, however, this is a drop and go system. Parents are unable to park. This is to ensure the safety of all our students.



In order to reduce the amount of congestion at the start and end of the day, (Induction days only). Year 6 will start their day at **8:45am**. Year 6 students coming to school with their HTA siblings will be supervised in the canteen prior to the start of lessons. **All year 6 students will remain in school until 3:30 on induction days.**

Collection arrangements. Year 6 students will be released at 3:30 PM. Kindly make arrangements for collection from the options outlined below. Students will be instructed to return to the school building if there are any issues with collection.

1. **Students Walking Home** – Students will exit through the main gate.
2. **Students Walking Home with Older HTA Siblings** – older siblings will wait in the canteen for their younger sibling before departing through the main gate.
3. **Students Collected by Parents Parking On-Site** – These students will exit through the car park gate and walk to their parent's car, which will be parked on-site. (Please refer to the video for instructions on driving onto the site.) **Note:** Year 6 parents will not be permitted on-site until 3:10 PM. We ask that you refrain from arriving before this time, as the gates will not be open and early arrivals may cause congestion. There is limited parking on-site so please ensure that your child is aware of alternative arrangements should you be unable to park.
4. **Students Collected by Parents Parking Off-Site** – These students will exit through the main gate.

As managing the safe handover of 210 students can be challenging, it is essential that your child is fully aware of the agreed collection arrangements. Should any issues arise, please visit the main reception for assistance.

To help us prepare for lunch arrangements, please complete the short form below. Deadline for responses is **Friday 1st May 2026**. Our caterers, Innovate, have agreed to fund a meal deal for all year 6 students on Wednesday. If students would like to purchase a meal on Thursday and /or Friday, they will need to bring £2:50 and exchange it for a lunch token at main reception. Students who are currently in receipt of free school meals will be able to collect a lunch token at break time for their lunch. Students will be unable to make purchases from the canteen at break so should bring snacks if required.

[Year 6 Induction week lunch arrangements 2026 – Fill in form](#)

Parent's Information Session

Due to limited capacity in the school hall, this year's Parent Information Session will be held online. A link to the session will be sent to all parents in advance. An opportunity to ask questions will be facilitated.

Essential information – a link containing all essential information will be shared in due course. In the meantime, please visit the school website for further details.

Term starts on Thursday 3rd September 2026 at 8:25am.

Finally, I would like to say again how pleased I am that the Governors have offered your child a place and would like to take this opportunity to welcome you and your child to the community of Holy Trinity Academy.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Angus Neal', enclosed in a thin black rectangular border.

**Mr Angus Neal
Headteacher**