



23 September 2025

Dear Families

The first couple of weeks of the school year have just flown by and it seems timely to write and say just how proud we are of our new Year 7 students. They have settled into life at Sackville incredibly well, and are growing in confidence as each day passes.

Already I can see them adapting to new school routines, confidently finding their way around the site and rising to the challenges set in lessons.

By way of a reward and to further support their transition, we would like to invite them to a special activity evening. We have run this event for a number of years and it is usually very well attended and a real highlight of students' first term with us.

Please see details below from our transition lead Mrs Sands.

Kind regards

Jo Meloni
Headteacher

Year 7 Fun Activity Event

I have the pleasure of sharing with you details for the year 7 fun activity afternoon, which will take place on **Friday 3 October between 4.00pm and 7.00pm at Sackville School.**

The staff will be organising activities and games throughout the evening, and we hope this is an opportunity for students to make more friends, get to know the staff on a more informal basis and have a thoroughly enjoyable time.

The cost of this activity will be £6.50 per student and the price will include the entertainment, food and insurance. Please can you make payment via the **My Child at School app no later than Monday 29 September 2025.**

Once payment has been made, we also ask that you complete the **Google form [HERE](#)** in order to give your consent. Without consent we will not be able to allow your child to attend. On the Google form you will also be able to choose which food option your child would like to have and make us aware of any food intolerances or allergies, this is important to complete so we can manage numbers with our catering team.

We never want cost to be a barrier preventing members of our Sackville Community from our culture of belonging or from being able to take part in trips and events. We will work closely with all families to ensure that every child has equitable access to opportunity, during their time at Sackville School. We will provide full funding for our eligible Pupil Premium students, from the available grant for this opportunity. If you have any questions please get in contact with your community team.

There will be a minimum of 1 adult to 15 students. Toilet facilities will be available within the school buildings. Food will be served around 5.30pm and the collection time will be 7.00pm. We ask that students wear comfortable clothing as there will be sporting activities and to also bring a water bottle that can be refilled.

Students will be leaving from the front of the school via the dining hall exit, to the left of the main reception area. At 7.00pm, we will ask you to enter the school via reception and walk through to identify your child before leaving via the dining hall exit. Please be vigilant to ensure safety when exiting near the car park.

Insurance for school events is arranged through West Sussex County Council. Full details of the policy can be found on our [website](#).

If you have any questions regarding this event, please contact me at gsands@sackvilleschool.org.uk

Yours sincerely

A handwritten signature in black ink, appearing to read 'G Sands', with a stylized, cursive script.

Mrs G Sands
Leader of Transition