



# SIR THOMAS BOUGHEY ACADEMY



A part of Windsor  
Academy Trust

Headteacher  
Mrs J Hingley

Place of registration: England



Station Road, Halmer End,  
Stoke On Trent, ST7 8AP



01782 729400



office@stb.academy



www.stb.academy



@STBoughey

Parent/Carer of  
«Forname» «Surname»  
«Address»

Dear Parent / Carer,

May I take this opportunity to welcome «Forname» and you to Sir Thomas Boughey Academy. Choosing the next stage of your child's academic journey is an incredibly difficult decision to make but I am delighted that you have chosen to be part of our school community. I assure you that you won't be disappointed.

I am sure that your child is eager to know which House they will be in, when the transition days will be, who their form tutor will be – and the list goes on. This welcome letter is the first stage in gaining information about the months ahead to ensure that your child's transition is as smooth as possible.

We are currently in the process of organising our taster days, which will take place on Wednesday 2<sup>nd</sup> July and Thursday 3<sup>rd</sup> July, along with the Parent Information Evening on Thursday 3<sup>rd</sup> July 2025, so please keep these dates free. The first transition day will be a 'Day in the Life of Sir Thomas Boughey', so will follow a typical timetable of lessons for the day. The second day of transition is intended to be based on team-building to enable your child to integrate with other members of the year group and the tutor group.

We will be in touch with further details about these transition days nearer the time. To help us plan effectively for transition events, please could you follow the link below in order to complete a Microsoft Form, detailing information about your child.

[Transition Day Information Form](#)

To keep up-to-date with day-to-day activity, you can also follow us on Facebook and X (previously named Twitter), the links for which are here:

[Facebook link Sir Thomas Boughey](#)

[X link Sir Thomas Boughey](#)

We are looking forward to getting to know you and «Forname» in the very near future.

Yours faithfully,

Mrs J Hingley  
Headteacher

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