



Our ref: DHH/mhn/off/Yr7/Ambassadors

9th May 2024

Dear Parent/Carer

RE: Year 7 Ambassadors

I am the lead Co-ordinator for our Primary transition events and I am really keen to continue with our long-standing tradition of enlisting the support of our current Year 7's, to take part in a number of events over the summer term. First amongst these is a visit to a selection of Primary Schools and what I will say is that our Year 7's love getting involved!

To be able to take part, interested students must apply to become a Year 7 ambassador. At the same time, I must receive a completed permission form from yourself. If successful, they may be chosen to support at any one of the following events:

Primary School visits (Monday 3rd to Friday 14th June) Ambassadors may be asked to accompany me on a visit to their former primary school. Visits are typically 30 mins to 2 hours long and fall within the school day.

*Please be aware that this may involve transportation in our minibus, or staff vehicle. In addition, they may need a packed lunch, or snack, if the visit takes runs into lunch break.

One-Ted day (Tuesday 25th June) A day, largely out of lessons, where our ambassadors will take part in events for children who are coming to Hayes Secondary on their own.

Induction Evening (Monday 8th July – after school until 7:10pm) Ambassadors support us in guiding new parents and students around the school.

Induction Day (Tuesday 9th July) A day off lessons, where ambassadors will support new students with various teambuilding tasks and take part in their taster lessons.

How a student can become an Ambassador:

Step 1: Each applicant must complete our ambassador application form, which is found on Satchel One (under the due date of Monday 20th May).

Step 2: I must receive the permission from the parent or carer, in order to let them take part. You can **give your permission by completing this form:** [Year 7 ambassador permission](#).



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We will then review the applications and, if necessary, use a ballot to determine which students will support at each event.

Please can you make sure that we have your permission(s) by Monday 20th May 2024. The main reason that students were unable to attend last year is that we did not receive parent or carer permission in time. Please keep this in mind and complete the permission form ([link above](#)).

Yours sincerely



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