

Pupil Admissions Pack 2025-26



Abbey School
Inspire, Believe, Achieve

Welcome to #teamabbey



To our new [#teamabbey](#) families,

Firstly, may we take this opportunity to welcome you to #teamabbey. This admission pack sits along side **our online admission form/consent form QR code above.**

We understand that this time of year brings a range of emotions from excitement to worry. We want to assure you that all our staff are extremely excited to welcome your child and your family. Planning for your child's arrival into their new class has been underway for some time to ensure that the teams are prepared to welcome their new classes

This booklet contains some of the key information that families have asked for as part of the transition process

We are inviting our new families to coffee morning on the **26th June 10:00am-12pm**. This will also give you a chance to meet some of our Family Group (Rainbows and Storms).

Our open evening for new families is the **2nd July 4:00pm -5:30pm**

Our transition **weeks begin on July 14th -23rd, 2025**. The format of these will allow our new school year to begin early and enable your child to get to know their class team, make new friends, and start their new school timetable.

We ask that our new families arrive for 9:30am and pick up at 2:30pm. This is due to the amount of transport on site before and after these times.

We look forward to the start of the new school year and welcoming your child to #teamabbey.

Warm regards,

Mrs Luci Windle

Executive Headteacher

Mr Wayne Askham

Head of School



A Message from our Mascots

A social story for our new Pupils

Starting at a New School

Hi, We are #teamabbey's Mascots and we can not wait to welcome you to your new school! We will help you with what to expect so you can feel more comfortable.

What will happen:

When I start at my new school, I will meet my teacher, my Teaching Assistants and new friends. They will show me around the school and my classroom so I know where everything is. I will also learn about the rules and routines of the school.

Why:

Starting at a new school is great because I get to learn new things, make new friends, and have fun. It's nice to have a fresh start and have new adventures.

How others can help:

If I am feeling confused or lost, I can ask my teacher, teaching assistants or a classmate for help. They are there to support me and make sure I have a great day at the new school.

What I can do:

I will work on being brave and trying new things. It's important to be kind to others and follow the school rules. I can practice saying "hello" or asking to play with new friends.

Remember, starting at a new school can be a wonderful opportunity to learn and grow. I can do it!

Contacting your class Team

Please be aware that when contacting the class teacher they will endeavour to **return your email SeeSaw or Telephone Message within 24 Hours.**

If you need to speak with someone before the 24 hour window please ring school reception who can direct your call accordingly. Tel – **01709 740074**

Attendance: Please ensure that you ring school to report your child's absence and follow the appropriate option for attendance before 9:00am. Tel - **01709 740074**

Safeguarding: The schools phone system has an option to be put straight through to the safeguarding team. Tel – **01709 740074**

Yellow Page of Contacts

Lower School: Mrs R Yorke

Lower Class and Teacher		E Mail Contact
Class L1	Miss Levitt	jlevitt@nexusmat.org
Class L2	Mr Pitchford	jpitchford@nexusmat.org
Class L3	Miss Gallagher	agallagher@nexusmat.org
Class L4	Mr Busby	jbusby@nexusmat.org
Class L5	Miss Hall	khall@nexusmat.org
Class L6	Mr Purshouse	apurshouse@nexusmat.org

Upper School: Leader Ms J Newbolt

Upper Class and Teacher		E Mail Contact
Class U1	Miss Newall	anewall@nexusmat.org
Class U2	Mr Smith	dsmith2@nexusmat.org
Class U3	Mr Horstead	nhorstead@nexusmat.org
Class U4	Miss Pye	jpye@nexusmat.org
Class U5	Mrs Lazenby	clazenby@nexusmat.org
Class U6	Miss Drew	hdrew2@nexusmat.org
Class U7	Mrs Brown	vbrown@nexusmat.org

WAVEE Post 16: Ms J Newbolt

WAVEE Class Teacher		E Mail Contact
WAVEE 1	Mrs Lewis	dlewis@nexusmat.org
WAVEE 2	Mrs Harrod	kharrod@nexusmat.org
WAVEE 3	Miss Puente	mpunte@nexusmat.org

Abbey@HorizonHub: Leader Miss R Lang

H1 Class	Mrs Proctor/ Miss Keens	vproctor@nexusmat.org lkeens@nexusmat.org
H2 Class	Miss French	kfrench@nexusmat.org
H3 Class	Miss Allen	eallen@nexusmat.org
H4 Class	Mr Warden	kwarden@nexusmat.org

If your call is urgent please contact reception who will direct your call accordingly
Contact: 01709 740074

1st Point of Contact Class Teacher

The class teacher will return emails and calls within 24 hours

Please see Contact list for your class teacher contact. Staff will not respond after working hours (5:30pm)

2nd Point of Contact Head of Department

Lower School: Mrs Yorke

ryorke@nexusmat.org

Upper School & Post 16 Ms Newbolt

jnewbolt@nexusmat.org

Horizon Hub Miss Lang

rlang@nexusmat.org

3rd Point of Contact

Head of School: Mr Askham

waskham@nexusmat.org

4th Point of Contact

Executive Headteacher: Mrs Windle

lwindle@nexusmat.org

Other Key Contacts

Designated Safeguarding Lead: Ms E Shimwell eshimwell@nexusmat.org

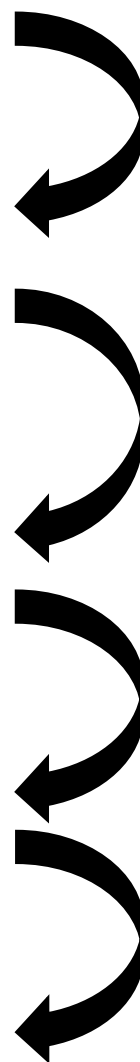
Deputy Safeguarding Lead: Mr T Gee

tgee@nexusmat.org

Family Support &

LAC Advocate: Miss K Taylor

ktaylor@nexusmat.org



The year ahead at a glance

 Abbey School Calendar 2025-2026						
September 2025						
Mon	Tu	We	Thu	Fri	Sat	Sun
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
October 2025						
Mon	Tue	We	Thu	Fri	Sat	Sun
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
November 2025						
Mon	Tue	We	Thu	Fri	Sat	Sun
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
December 2025						
Mon	Tue	We	Thu	Fri	Sat	Sun
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
January 2026						
Mon	Tue	We	Thu	Fri	Sat	Sun
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
February 2026						
Mon	Tue	We	Thu	Fri	Sat	Sun
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	
March 2026						
Mon	Tue	We	Thu	Fri	Sat	Sun
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
April 2026						
Mon	Tue	We	Thu	Fri	Sat	Sun
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
May 2026						
Mon	Tue	We	Thu	Fri	Sat	Sun
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
June 2026						
Mon	Tue	We	Thu	Fri	Sat	Sun
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
July 2026						
Mon	Tue	We	Thu	Fri	Sat	Sun
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
August 2026						
Mon	Tue	We	Thu	Fri	Sat	Sun
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						
<div></div> School Holidays		<div>€</div> Inset Days		<div>8</div> Bank Holidays		
Term / Half	Term Starts	1/2 Term Hols	Back to School	Hols Start	Back to School	
Dates		Start (off school)		(off School)		
Autumn Term	1/9/2025	27/10/2025	3/11/2025	22/12/2025	5/1/2026	
Spring	5/1/2026	16/2/2026	23/2/2026	30/3/2026	13/4/2026	
Summer	13/4/2026	25/5/2026	1/6/2026	20/7/2026	1/9/2026	

SeeSaw: A Quick Guide

Scenario 1: You are already connected to SeeSaw (used it previously)



Use the [Website](#) or [App](#) to login. Click the 'I am a Family Member' option

If you do not know your password use the Forgot Password link.

If you do not know the email address you used then contact the school to confirm.

Scenario 2: You are new to SeeSaw



You will see an email from **Seesaw** <do-not-reply@seesaw.me> with the title 'You're invited to connect to X's journal on Seesaw!'.

Check your spam or junk folders if you do not see this email. If it still cannot be located then contact the school to confirm the email address to be used.

Click the link at the bottom of the email to connect.

Enter your name and pick a password. Click 'Create Account'. Then click and agree to the Privacy policy

Create Family Account

Already have a family account? [Sign In](#)

Sign up with Google

or

First Name

Johnny

Last Name

Appleseed

Email Address

Password

At least 8 characters

Confirm Password

Confirm Password

Create Account

You are now setup on SeeSaw

For a guide on its features and functions please [click here](#). Use Messages to chat to class teachers, Journals to see your child's work, and Notification to view new messages and updates.



If you have multiple students in school use the top left button to switch between them. If a child is not showing please contact the school.

Sheffield Transport



TRANSPORT APPLICATIONS ARE OPEN!

APPLY ONLINE NOW FOR TRAVEL SUPPORT FROM SEPTEMBER 2025

Point your phone camera at the QR code below



<https://www.sheffield.gov.uk/disability-mental-health/home-school-travel-support-children-special-educational-needs>

*****IMPORTANT*****
DEADLINES FOR TRANSPORT TO BE IN PLACE FOR THE START OF THE 2025 / 26 ACADEMIC YEAR

20/06/25	05/07/25
Nursery to Primary & Primary to Secondary	Post 16 (Year 11 to Year 12 & Year 12 to 13)

(We cannot guarantee that travel support arrangements will be in place for the start of the academic year for applications that come in after the deadline)

Sheffield
City Council



Rotherham Transport

Specialist home to school transport assistance for children and young people with SEND Age 5 – 16 years (statutory school age)

For children who can travel on their own

Children with a special educational need or disability could be entitled to free travel to and from school in South Yorkshire on public transport with a Zoom Zero Travel Pass.

Please see section on the Local Offer under 'Public Transport'.

Although it is the responsibility of the parents/carers to ensure their child attends school, in some cases, the Council can provide assisted support for children & young people with special educational needs and disabilities (SEND) with assisted transport between home and school.

To establish entitlement for eligibility, it is necessary for the Local Authority to undertake a full assessment of the child's individual needs. The child may qualify for assisted support with travel to and from school if they fulfil the following criteria: –

- Are aged up to 16.
- Live in the Rotherham area.
- Have an Education, Health & Care Plan and have physical or medical needs or disabilities which prevent them from travelling independently on public transport
- Have a disability and/or SEND which prevents them to walk even relatively short distances to school, even when accompanied.
- Live over 3 miles from their 'qualifying school'.
- We understand that the needs of each individual child are specific to them. When organising home to school transport the travel planning team will attempt to meet those needs and may require additional information regarding the child to ensure arrangements are appropriate.

In most cases, it will be expected that children will share transport with other passengers where they are allocated space on a vehicle, unless there is a specific requirement for single occupancy. Any assisted transport will be provided for the start and end of the school day.

If organised transport assistance is agreed for your child, the Local Authority can only provide assistance for the usual opening and closing times of the school the child is attending.

Where relevant, you will be asked to upload a copy of the child person's medical report as evidence of any medical or vulnerability conditions. **If your child has an EHCP you do not need to upload additional evidence as the Local Authority are able to access the document.**

You will need to provide the child's height (cm) and weight (kg) so we able to identify any equipment that may be required for the child on transport. Please ensure you have all this information, and any additional information to support your application before beginning the application form

To make an application for transport assistance, please follow the link below.

External [Apply for specialist home to school travel assistance – Instructions \(RMBC\)](#)



Scan to the QR to take you to this page on transport page

Barnsley Transport

< School travel for children with special educational, disability or mobility needs (SEND)

If your child has a special educational, disability or mobility need that prevents them walking to school, they may be able to get travel assistance.

Travel assistance may be provided in a number of ways including:

- independent travel training
- personal travel budget
- mileage reimbursement
- school minibus or taxi

For more details, please read section 3 of our [Home to School Travel Assistance Policy](#).

Find out more below about how we decide what help you can get, depending on the age of your child.

If your child doesn't have a special educational, disability or mobility need there are different options available. Please see our [travel to school](#) page.

Under 4 years old



4 to 7 years



8 to 16 years



16 to 25 years



If you live closer than the eligible distance, or don't have an EHCP



How to apply for travel assistance

You can apply for travel assistance by filling in our application form below.

The deadline for applications for September 2024 is 12 June 2024. Applications received after this date are not guaranteed to be processed for the start of the new academic year.

For pupils placed by the authority after the 12 June please apply as soon as possible. We'll then consider these on a case by case basis under exceptional circumstances.

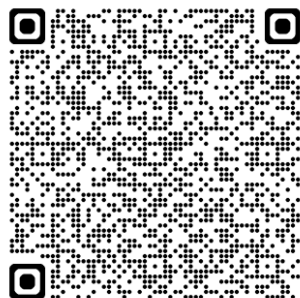


For more information

Contact us online

See also...

- > Help with travel to school
- > Zoom Zero Fare Pass for travel to school
- > Sustainable school travel
- > Education for children with special educational needs



Scan to the QR to take you to this page on transport page

Doncaster Transport

[Home](#) / [Children, young people & families](#) / [Education Transport](#)

Education Transport

SHARE

The Travel Assistance Service provides travel assistance to and from mainstream schools, special schools, colleges, and to interim tuition services - along with help with board and lodging cost for school residential trips.

Travel Assistance

Depending on the pupil's circumstances, we may be able to provide free travel assistance between home and their educational establishment. This may be done in a number of ways including a place on a minibus or taxi, Independent Travel Training, personal budget payment or in the form of a Zoom Zero Travel Pass.

Further details are contained in the Home to School Travel Assistance Policy available at the link below or please telephone

- 01302 737127/736359/736002

Both free transport, and help with board and lodging costs for school residential trips, are dependant on certain criteria. Visit the pages below for more information:

- [Help with costs for school trips](#)
- [Transport to and from further education colleges](#)
- [Transport to and from school](#)

Urgent Help and Assistance

If you have been forced to relocate due to circumstances beyond your control and need temporary assistance to enable your children to get to school please contact the Travel Assistance Service on 01302 737117/737325/736107 for further advice

Travel assistance to and from schools/colleges for pupils with Special Educational Needs

For information on obtaining travel assistance for pupils with a statement of special educational needs or an Education Health and Care Plan contact the Special Educational Needs Team on:

- Email: sen@doncaster.gov.uk
- Phone: 01302 737210 or 737211


Complaints Procedure

Whilst we make every effort to ensure that we provide high standards of service, if you do have a problem and wish to make a complaint then please put your concerns in writing addressed to Damon Stead, Service Manager, Travel Assistance Service, Civic Office, Waterdale, Doncaster, DN1 3BU. Alternatively please email the Travel Assistance Service at the email address detailed below.

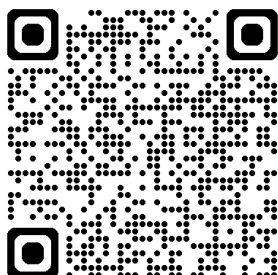
Contact:

- Email: transport@doncaster.gov.uk
- Phone: 01302 737117/737325/736107

Downloads & Resources

 [Home to School Travel Assistance Policy 2022 - 2027](#)
Download (619KB - PDF)

Last updated: 02 January 2024 08:57:42



Scan to the QR to take you to this page on transport page

Can't wait to meet you
on
Wednesday 2nd July 2025
@4pm!!



Abbey School
Inspire, Believe, Achieve