



THE KING'S SCHOOL

OTTERY ST MARY • DEVON • EX11 1RA • TEL 01404 812982

Founded 1545 Headteacher: Mr Rob Gammon BSc Hons PGCE NPQH

June 2026

Dear Parent/Guardian,

Project Week 2026
YEAR 6 LIAISON: MONDAY 6TH – FRIDAY 10TH JULY 2026

Your child is due to take part in Year 6 Liaison during Project Week 2026.

We are looking forward to having your child support the Year 6 students during their Induction Week at The King's School. They will play a key role in supporting the transition of Year 6 students.

Key arrangements are as follows:

- On Monday morning students should meet in the Main Hall by 8.45am.
- On other days students must register with their allocated teaching group in their tutor base during morning and afternoon registration.
- Normal school times will apply - each day will finish at 3.30pm.
- Students do NOT need to wear school uniform but should be wearing clothes that are suitable for the school environment.
- All normal school rules apply during the week including the “off and away” mobile phone policy.

Our students have an incredibly responsible job during the whole week. The Year 6 students will be looking to them as a role model. We will be expecting all our helpers to be model students.

Before Monday 6th July it would be helpful if you could discuss with your child, the following points:

- ✓ They need to try and get to know the students in their allocated class. They should talk to them all and make them feel welcome.
- ✓ They need to try and be aware of the needs of the Year 6 students. Helpers should encourage, support and assist them as necessary. If they think that a student is struggling, they may need to alert a member of staff.
- ✓ They should be enthusiastic, keen and show initiative – join in where appropriate and assist the teacher when they can.

Your child will be asked to sign a Code of Conduct in school before Project Week and a copy is attached for your information.

PLEASE ENSURE THAT YOU HAVE READ ALL OF THE ABOVE INFORMATION AND HAVE RETURNED THE PARENTAL CONSENT FORM VIA EDULINK BY 3.30PM ON FRIDAY 12TH JUNE 2026.



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If you would like further information or have any concerns, please contact Mrs Lewis (Project Week Lead) via email at llewis@thekings.devon.sch.uk or by telephone on 01404 812982.

I very much hope that your child will have an enjoyable week and will make the most of this opportunity to develop their leadership skills.

Yours sincerely,

Mr George Penman
Deputy Head – Student Support