

June 2025

Dear Parents/Guardians

I would like to take this opportunity to welcome you and your child to Ruislip High School. We appreciate that transfer to secondary school can be a daunting process for students and in order to prepare your child and alleviate any worries they have we have put together this [Student Handbook](#) for them.

All students transferring to us will be spending the day here at Ruislip High School on **Tuesday 1st July 2025**; this will then be followed by a meeting **for parents only** on the evening of 1st July at 6.00pm. Due to seating capacity in the hall we would request, if possible, for just one parent to attend where vital information will be shared. The 'Friends' of Ruislip High School will be selling nearly-new uniform and pencil cases in the main entrance from 5:15pm.

On Tuesday 1st July 2025 all students should arrive at the school main reception by 8:45am in their full primary school uniform. The school will be open for students to arrive from 8:30am; the day will finish at 2:45pm. Students will be given a free lunch on the day so there is no need for parents to supply lunch for their child, however, we would ask that your child bring in a water bottle that they can fill throughout the day. Students will spend the day in a group of 30 students from various primary schools. Tutor groups will not be finalised until later in July when the school receives further information from primary schools; we will write to you to confirm your child's final tutor group before the end of the summer term.

If your child suffers from asthma, anaphylaxis, epilepsy or diabetes it is very important that you ensure that they bring their inhalers/epipens/buccal/insulin (and any related items) into school with them on that day. Students will be required to keep any emergency medication and a paper copy of their care plan with them at all times throughout the day. It is your responsibility to ensure this is followed. If your child suffers from a medical condition or allergies that the school needs to be aware of, please contact Ms Loizou, Head of Year 7 at [office@ruisliphigh.org.uk](mailto:office@ruisliphigh.org.uk) to ensure we are aware of these in advance.

Thank you to all parents/guardians who have completed the key information sheet that was sent earlier this term. This information is vital and must be completed in order for your child to attend the transition day and start school in September.

Yours sincerely



Ms Marie Coltman  
Deputy Headteacher

**[Links to information for joining Ruislip High School in September](#)**

[HOY Welcome](#)

[FSM letter](#)

[School equipment](#)

[Maths Y7 equipment list](#)

[PE letter](#)

[PSHE letter](#)

[Young Carers information](#)

[Student Handbook](#)

[Parent Directory](#)

[Uniform booklet](#)