 Mrs Louise Lavelle – Head Teacher

Mrs Joanne Mrs Joanne Wise – Deputy Headteacher

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 21st April 2023

 Dear Parent/Carer,

We have been informed by Durham County Council Admissions Department that your child has been offered a place at our school and will join our Reception year group this September.

On behalf of the Governing Body and staff, I would like to extend a very warm welcome to our school to our new children and families and we look forward to working with you and your child during the coming years. Some of you will know the school well, through having children here currently/ previously or perhaps through being former pupils yourselves! For others the school is new to you and we will ensure that you are given all the information and support needed to ensure that your child has a very happy start to their time at our school.

I would like to invite you to our meeting for parents/carers and new Reception pupils\* on **Thursday 8th June at 5pm** The meeting is likely to last around 1 hour.

*\*This includes pupils who are currently in our Nursery class as although you and your child know the school well, the meeting will give the opportunity to find out more about life in Reception class and talk to staff about the transition from Nursery to Reception.*

During this meeting, your child will be able to visit the Reception classroom with their new teacher, enjoy a range of activities and meet other children who are due to join our Reception class in September. I will take the opportunity to talk to parents/carers about our school and give you all the information you need to know before your child starts in September. Parents/carers can then collect their child from the Reception class and have a look at the classroom and our lovely outdoor area.

**Ordering Uniform**

Please see the order form and price list attached. This should be handed in at the school office or posted to us by Friday 9th June. You are welcome to pop to the school office between 9.30am and 4.30pm any weekday in the meantime if you wish to look at/check uniform sizes.

Uniform will then be available to collect in the last full week before the Summer holidays (week beginning 17th July).

I look forward to seeing you and your child at our meeting on the 8th June. So we can prepare for numbers, we would be very grateful if you could contact us either by email or telephone to let us know if you are able to attend.

 In the meantime, if you have any questions or concerns, please do not hesitate to contact me.

Yours Sincerely,

Mrs L Lavelle, Headteacher