

Dear Parents,

We are delighted that you have chosen Springfields First School for your child and we look forward to welcoming you and your family to our school community.

As you are aware due to the coronavirus pandemic, both our transition and induction arrangements will be a little different this year.

We will not be able to hold an induction meeting for a large number of adults in our hall but will be inviting you to an online Teams meeting on Friday 18<sup>th</sup> June at 9.15am to learn about life in our Reception class. We will email an invitation to the meeting but if you are unable to attend then the Induction Power point will be available on our website.

We have a dedicated section on our website that provides information for new parents and you will find our welcome pack here. This will go online on **Friday 28<sup>th</sup> May**.

**Please print out, complete all the information in the pack, and return to the school office by Friday 25<sup>th</sup> June at the latest.** If you do not have the facilities to print out the documents please contact the office and we will arrange to print them out for you.

For those children **who already attend** our Pre-school the Reception staff have met and worked with your child so this will help ease their transition into Reception. They will also have the opportunity to visit the Reception classroom and garden during the last half term. **They will start school on Monday 6<sup>th</sup> September at 8.45am.**

Those children who have **not** attended our Pre-school will attend two transition days on **Thursday 2<sup>nd</sup> September and Friday 3<sup>rd</sup> September from 8.45am - 3.15pm.** This will allow this smaller group of children two days to get to know their new school and the staff in Early Years before the whole class joins on **Monday 6<sup>th</sup> September.**

If you have any queries or wish to give us any specific information about your child, please contact me using the office email address - [office@springfields-first.staffs.sch.uk](mailto:office@springfields-first.staffs.sch.uk). Please mark your email for my attention and put Reception 2021 as the subject.

Kind regards,

Emma Goodfellow

Deputy Head teacher/EY Manager