

Dear Parents,

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

As part of our induction process, we will email you an invitation to an individual online Teams meeting with Mrs Trillo our Nursery Teacher. She will talk to you about Nursery routines and answer any queries you may have. This is a great opportunity for your child to meet Mrs Trillo too, albeit on the computer screen!

We have a dedicated section on our where you will find lots of information and resources including the induction PowerPoint that gives you information about Pre-school at Springfields and links to websites to help your child with their induction into Pre-school. You will also find our welcome pack for new starters. This section on the website will go live on **Friday 28th May.**

Please print out and complete **all** the information on pages 41-67 in the welcome pack and return the school copy documents (pages 41-67) to the school office by **Friday 18th June.** If you do not have the facilities to print out the documents please contact the office (office@springfields-first.staffs.sch.uk). It is important that all documents including 30 hour codes are returned by that date to ensure that we can get all funding in place for September.

We look forward to hearing from you soon!

Kind regards,

Emma Goodfellow

Deputy Head teacher