



Headteacher: Mrs J Callaway  
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Caldy Road  
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Telephone: 0151 625 6993  
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12<sup>th</sup> January 2024

Dear Pre-School parents and carers,



### Transfer from Pre-School to Reception September 2024

It was lovely to welcome many parents from Nursery and Pre School into school recently for our 'Take A Look' open morning and to offer the opportunity for you to experience a typical working day in the main school. The Year 5 & 6 children particularly enjoyed being tour guides and telling parents all about school life. We hope that this proved to be helpful when considering your child's next educational steps and would like to extend the invitation to any parents who were unable to attend the open morning, to have a personal tour of the school with myself, by appointment.

At this point therefore, we would like to write to you about next steps and the arrangements for children transferring from our Pre-School to our Reception class in September 2024.

In allocating places in our Reception class, we always give priority to our current children in the Pre School first. We would therefore like to share our offer for Reception provision with you to assist you with making a fully informed and rounded decision about the next steps for your child's educational journey.

Our current Pre-schoolers have already enjoyed some exploratory visits to the Reception classroom and started to meet the Reception staff team. We would now like to extend this welcome by offering some informal, introductory sessions for parents to meet with Mrs Callaway, Headteacher, Miss Hardy, our Reception teacher, and to discuss more about what we can offer your child in September 2024.

If you would like take up this opportunity for an individual appointment, please confirm this with your child's key worker in Pre School and we will be happy to arrange that with you.

Parents may sometimes have questions or be unsure about other factors that perhaps influence their decision to take up a place in our Reception class, factors such as practical everyday logistics, financial concerns, academic or pastoral implications; we welcome the opportunity to discuss those with you too, in more depth and to work together to find suitable solutions.

We have already had a number of enquiries and statements of interest in next year's Reception class from external parents and we will soon be confirming them as secured places for September 2024.



AVALON SCHOOL EDUCATIONAL TRUST Registered Charity N° 1088050



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We shall, therefore, hold provisional places for all of our current Pre-School children until 31<sup>st</sup> January 2024. If you wish to confirm your child(ren)'s place(s) in Reception for September 2024, we would be grateful if you would complete and return the attached reply slip by the above date.

We ask parents who wish to reserve their child(ren)'s place(s) in Reception class September 2024 to sign and complete the school's registration form and agreement of the school's terms and conditions.

Should you have any questions regarding the above, please do not hesitate to contact us for further assistance.

Yours sincerely

Mrs J Callaway  
Headteacher





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### Transfer from Pre-School to Reception September 2024

Child's Full Name: \_\_\_\_\_

**Please circle which statement(s) is/are most applicable:**

- 1) I / We would like to confirm an appointment to meet with Mrs Callaway and /or the Reception Team to further discuss the offer of a place and provision for Reception September 2024.
- 2) I / We wish to confirm that a place is required for the above-named child for September 2024 in Reception class at Avalon School.
- 3) I / We wish to confirm that a place is not required for the above-named child for September 2024 in Reception class at Avalon School.

Parent Name \_\_\_\_\_

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Name \_\_\_\_\_

Parent's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please return this reply slip to the school office by  
31<sup>st</sup> January 2024**



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