

27<sup>th</sup> May 2022

Dear Parents/Carers,

**Re: New Intake for Nursery September 2022**

I would like to extend a warm welcome to you and your child to the community of Gatley Primary School. Your child has been offered a place in our Nursery class for September 2022.

We are very much looking forward to beginning the transition process and the table below indicates an exciting range of transition activities that will be open to you and your child before they start Nursery in September. These sessions provide your child the opportunity to build relationships with adults and their peers as well as getting to know the school building, into which we cannot wait to welcome you.

Date	Communication/Activity
10 <sup>th</sup> June 2022	Please be connected to ParentMail
14 <sup>th</sup> June 2022	Deadline for 15 hours request
5 <sup>th</sup> July 2022	<p><b>Induction Evening</b> At Gatley Primary School within the school hall at <b>5pm- 5.45pm</b></p> <p>Confirmation of 15 hours allocation and 30 hour request letters will also be given out within induction packs. You will also <b>sign up for a slot to meet</b> with the Class Teacher in September.</p>
14 <sup>th</sup> July 2022	<p><b>Taster Session/ Transition activities for <u>Parent and child</u></b> <b>Group A</b> 9.15am- 10.15am <b>Group B</b> 10.30am- 11.30am</p> <p>You will be sent a ParentMail with your child's group at a later date <b>and will remain the same throughout the transition period.</b></p>
Midday 11 <sup>th</sup> July 2022	Deadline for 30 hours request
19 <sup>th</sup> July 2022	<p><b>Transition activities and Story time session for <u>children only</u></b></p> <p><b>Group A</b> 9.15am- 10.15am <b>Group B</b> 10.30am- 11.30am</p>
w/c 18 <sup>th</sup> July 2022	If applicable, you will receive information about additional hours.

Monday 5 <sup>th</sup> September 2022 Tuesday 6 <sup>th</sup> September 2022	<b>Attend your chosen time slot for Parent Meeting</b> This is a chance to share any information about your child that you feel is necessary for the Nursery teacher to know.
Wednesday 7 <sup>th</sup> – Fri 9 <sup>th</sup> September 2022	<b>Children will attend Nursery for their allocated 15 hour sessions.</b>
Monday 12 <sup>th</sup> September 2022 onwards	<b>Children will attend their additional hours if applicable.</b>

If you are eligible for 30 hours and the school have the capacity to offer those additional hours, the school will write to parents to communicate availability following the statutory 15 hours allocation. We do our very best to accommodate your 30 hour requests but are limited with the amount of children we are allowed to accept in our setting at any one time. If you do not get all the additional hours you requested with us, you are able to use the rest of your 30 hour allocation at another provision as well as attending Gatley Nursery. Upon receiving your Nursery acceptance form, you will have been asked to provide your code if you are eligible to have additional hours. Within this process, you will be asked to provide your National Insurance number and the D.O.B of the person who made the 30 hours claim, this is to ensure the claim can be submitted in a timely manner to the Local Authority. **We ask that you return this to the school by 31<sup>st</sup> May 2022.**

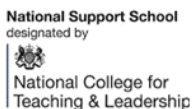
For any further questions, please refer to the 'Welcome to Gatley Primary School' heading of the Parents tab on our school website or on the following link <https://www.gatleyprimary.com/parents/prospective-parents> for a 'Frequently Asked Questions' document, which will hopefully answer any questions you may have.

On behalf of all the children and staff at the school we are looking forward to meeting you and your child very soon.

Yours sincerely,



Miss Stanton  
EYFS Phase Leader



Ms Michelle Murray B.Ed (Hons), M.Ed.NPQH  
Executive Principal / CEO Education Learning Trust