

24<sup>th</sup> June 2022

Dear Parents/Carers,

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

Firstly, let me welcome both you and your child to the community of Gatley Primary School. Some of you may be existing parents in our school community and some of you may be new; in all cases you are very welcome. We recognise the importance of this step in your child's educational journey and how special this is for both you and them. We are looking forward to working with you to offer an exceptional Nursery experience for your child as we look to 'Enjoying Learning and Achieving Together.'

Upon receiving your offer, there will be questions you may have. As a school we offer an induction process to ensure that your child feels fully prepared to start Nursery in September. Full details and a schedule of these arrangements will come out to you shortly. In the meantime, enjoy the remaining time your child has in their current setting or environment and please do not hesitate to contact our school office if you have any questions.

One way we will be disseminating important information to you, in readiness for the start of the new academic year, will be through our school website. The link below will take you to a 'Welcome to Gatley Primary school' tab where you will find some useful information for new starters to our school, including a 'Frequently Asked Questions' document that may support some immediate questions you have regarding the start to the new academic year. The link to our website can be found here: <https://www.gatleyprimary.com/parents/prospective-parents>.

Another vital channel of communication we use as a school is a system called ParentMail. If you already have children at the school we will link your Nursery child on to your current ParentMail account. If you do not already have an account, in the coming days you will receive an email (to the address you used in the application process). This email will contain a link to help you to set up a login for ParentMail. Please do look out for this email arriving, including checking your SPAM folder, and contact the school office on 0161 428 6180 if you fail to receive this. We ask that you register your account as soon as you can and no later than **Wednesday 10<sup>th</sup> June** so that we can begin to send you important information. If you need additional support, please see the instructions on how to set up a *ParentMail* account on the 'Welcome to Gatley Primary School' tab under the Parents section of our school website, or contact the school office.

Later this week, we will be communicating with you via a letter to explore requests for 15 hours Nursery provision. Additional 'top up' hours, for those who qualify, will be managed after this process.

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,



Gemma Norman