



# Marlborough St Mary's CE Primary School

Headteacher: Mr Dan Crossman

Ducks Meadow, Marlborough, Wiltshire, SN8 4BX

Tel: 01672 513101

Email: admin@marlboroughstmarys.wilts.sch.uk

## Welcome to Marlborough St Mary's Primary School!

We would like to extend a very warm welcome to you all at this exciting time in your child's life. It is our intention to make your child's transition to school as smooth as possible and to this end we offer a comprehensive induction programme to support you and your family. Below you will find a timetable of events and induction for your child's age band.

### We have two Reception Classrooms:

**Robin class:** Mrs Palmer and Mrs Hallett

**Wren class:** Miss Knowles and Mrs Jackson/Miss Chessell

**For the Induction period children are split into two groups by age.**

Your child will be in Induction Group: **B**

Your Induction timetable will be as follows:

### Welcome meeting

We will be holding our annual Welcome meeting for new starters on: **Wednesday June 15<sup>th</sup> at 6.00pm**. There will be a chance to look around our Reception classes and then meet for a presentation from Mr Crossman and Mrs Palmer. You will be able to meet teachers, support staff and representatives of our wider school community. The Friends of Marlborough St Mary's will provide refreshments.

### Induction afternoon

These will be an opportunity to meet your teachers and new friends in our classrooms and garden. You will be able to leave your child with us during this time and return to pick them up from the main gate. If you cannot make these sessions or feel your child would benefit from additional visits please do not hesitate to contact the School Office.

- Tuesday 28<sup>th</sup> June - Induction Afternoon - 1.15 – 2.30
- Thursday 30<sup>th</sup> June – Induction Afternoon – 1.15-2.30

## Taster lunch

This will be an opportunity to enjoy one of our free school meals in the lunch hall.  
One adult will be asked to accompany the children at this time. (Please see attached letter)

- Thursday 7<sup>th</sup> July – 11.30 – Group A
- Thursday 14<sup>th</sup> July – 11.30 – Group B

On **Monday 5<sup>th</sup> September** you are invited to bring your family to a '**Garden Party**' in our Reception garden between **1.30-2.45**. This will be an opportunity to meet other families, visit your child's classroom and enjoy a lolly with friends!

## Starting School timetable

School uniform is to be worn from your first school session however there is no need for uniform at the Garden Party. The timetable is as follows:

	am	pm
Mon 5		Garden party 1.30-2.45
Tues 6	Home Visits	Grp A 1.15 – 3.15
Wed 7	Home Visits	Grp B 1.15 – 3.15
Thurs 8	Grp A 8.45 – 12.00	Home Visits
Fri 9	Grp B 8.45 – 12.00	Home Visits

	am	pm
Mon 12	Group <b>A and B</b> – All children in school 8.45 – 12.00	Home Visits
Tues 13	Group <b>A and B</b> – All children in school 8.45 – 12.00	Home Visits
Wed 14	Group <b>A and B</b> – All children in school 8.45 – 12.00	Home Visits
Thurs 15	All children in and stay for lunch – collect from school - 1.15	Home Visits
Fri 16	All children in and stay for lunch – collect from school - 1.15	Home Visits

**Monday 19<sup>th</sup> September** – All children can attend school **ALL DAY** from this date - **8.45am – 3.15pm.**

- Parent pay information and log in to include facility for ordering lunches will be sent out to you when your child starts in September.
- Uniform ordering – flyer attached

### Home visits

We will be inviting parents to accept a **Home Visit** during the first weeks of September. In the past we have found these to be particularly valuable for all concerned. The children respond very well to their teachers visiting them on home ground and love to share their toys and chat; they are often more themselves in this environment. We will be asking you to sign up for these at our Welcome meeting on **June 15<sup>th</sup> at 6.00pm.**

### Class Dojo



This is our whole school communication platform enabling us to communicate information, events and learning. Before the summer holidays you will receive an invitation to sign up and log in. We will then be able to send reminders and information during the holidays and you will be able to share photographs of summer fun for us to share when we start school.

You can visit our dedicated **Induction Page** on our Website. Here you will find our **Welcome Pack Document**. Throughout this document you will be able to open all of the links you will need about starting school; procedures, the school environment, curriculum, staff information and much more including:

- Lunch information
- Collection permission forms
- Pupil Premium and Free School Meals
- A video tour of school
- A recorded video message
- School uniform website link – Gooddies
- Privacy notice

We hope that by watching our video message and reading through the documentation we will have answered many of your questions. If you have any further concerns regarding the start of school you will be able to contact the school office or the class teachers directly using class Dojo once you are set up.

We look forward to seeing you in September.

Mrs Palmer (EYFS Coordinator)

**Enclosed**

- Catering Letter
- Goodies school uniform discount flyer

**The Admissions Form and Pupil Premium/Free School Meal Application Form and Collecton Permission Forms will be included in your welcome pack to be given out on the evening of the welcome meeting. These will need to be completed and returned to school on your induction afternoon.**

*If you would like to hand deliver there is a post box in the wall next to the school entrance.*