

# Hawthorn Community Primary School

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*"Cultivating the futures of our children"*

22<sup>nd</sup> April 2024

Dear Parents/Carers,

We are delighted that your child has been offered a Reception place at Hawthorn Primary School, starting in September. We would like to take this opportunity to warmly welcome you to our school community and look forward to forging a productive partnership with you over the coming years.

You are invited to a Welcome Meeting on Wednesday 19<sup>th</sup> June at 6pm (parents only please). During this meeting we will explain how we will introduce your child to school, as well as tell you about some of the experiences your child will be offered in Reception. This is an important meeting at which you will be given a range of information and also have the opportunity to meet staff and other parents as well as visit the classrooms.

As part of our communication with parents we use a platform called Class Dojo - this allows information to be sent quickly and easily and for parents to communicate with staff as needed. Please join our Class Dojo 'Reception 2024 Intake' (see attached document) so that we are able to start sharing with you all the information you will need for September. You will need to complete the permission form using the link below so that we can get it set up for you.  
[Class Dojo Permission Form](#)

A smooth transition for your child into Hawthorn is very important to us. With this in mind, we will visit each child in their pre-school setting as soon as possible so they get to see a familiar face and we can get to know them a little more. Please complete the online form using the link below to provide us with the name of the setting your child attends. If they do not attend a preschool but go to a childminder instead, please let us know the contact details for them. Please respond by Wednesday 24<sup>th</sup> April 2024, so that we can begin to organise visits.

[Reception Information Form](#)

Our Early Years teachers will come also and visit you and your child in the home prior to their start date, to give you the opportunity to share key information that will support your child settling in with us. These visits will take place during the weeks commencing 24<sup>th</sup> June and 1<sup>st</sup> July. You will be asked to sign up for a suitable time at the Welcome Meeting.

On Friday 5<sup>th</sup> July and Monday 8<sup>th</sup> July, we would like to invite your child to visit the school for two morning or afternoon sessions, where they will meet some of the other new Reception children and the class teachers. This will allow them to become familiar with the school, classroom surroundings and some of the staff. The exact times for these visits along with the arrangements for starting school in September will be confirmed at the welcome meeting.

We look forward to meeting you soon. We will do all we can to make your child's introduction to Hawthorn Primary School a happy and enjoyable experience and we are delighted to have you on board with us.

Yours sincerely,

**Mrs Emma Jacox**

**Head Teacher**