

17<sup>th</sup> April 2020

Dear Parent

**Re: Pupil Name and D.O.B**

We are delighted that your child has been offered a place at Plympton St. Maurice Primary School and will be part of our new intake in September 2020.

We would usually invite you to join us for a parent's meeting in June. However, under the current circumstances our school is currently closed. Therefore, we are planning to postpone this meeting until Monday 6<sup>th</sup> July 2020, 6:00 – 7:00pm, in the Foundation classroom (social restrictions allowing). In the event that we do not return to school before the end of this school year or that social restricting have not been lifted, we plan to meet parents on Thursday 3<sup>rd</sup> September 6:00-7:00pm.

The meeting will be an opportunity for you to meet your child's class teacher, Mrs Sarah Bean, and myself together with other parents and carers. At this meeting you will be able to find out about things that matter to both you and your child during their early life in school and to raise any concerns that you may have, no matter how small. **We do ask that you do not bring your child to this meeting.**

At the meeting we hope to have the National Schoolwear Shop and Trutex presenting the school's uniform, from 5.30pm, and you will have the opportunity of purchasing or ordering uniform for your child during the visit.

Due to the high number of pupils with siblings already at the school, this year a limited number of families will be given the opportunity of an appointment for a home visit, which are planned to take place on either Thursday 3<sup>rd</sup> or Friday 4<sup>th</sup> September 2020 during school hours and will last about 10 – 15 minutes. Although this is short, it is a good opportunity for you to meet one to one with the teacher, Mrs Sarah Bean and teaching assistant, Mrs Stacey Wyatt. Sadly, it will not be possible to re-arrange alternative days/times and therefore we hope that by providing you with the appointment information now, will allow sufficient time for you (and us) to be able to plan accordingly. We have not allocated you a home visit at this time.

Prior to starting school in September, your child is invited to spend some time in school on Tuesday 14<sup>th</sup> July 2020, 1.45pm – 3.00pm. This will be an opportunity for your child to get used to their classroom, meet the teacher, teaching assistant and their new class friends. Please bring your child to the school office for 1.45pm and return to the school office at 3pm, where you will be escorted down to the class room to drop off and collect your child.

To ensure that your child's introduction to school life is a positive and happy experience, we will introduce them gently into full time school. Your child's first day of school will be Monday 7<sup>th</sup> September 8.50am – 12 noon. The first week of term your child will attend mornings only (8.50am – 12 noon). Your child will start school full time (all day

8.50am – 3.10pm) on Monday 14<sup>th</sup> September 2020. Our school doors open at 8.45am and your children can be collected from the playground from 3:10pm.

During the first week of half days, we ask that your child stays all day on one allocated day to allow them additional time to get to know the school and to have lunch with us. We would like your child to stay **all day on (Allocated date in September)** (8.50am – 3.10pm). Lunch will be provided on this day unless you would prefer to send them in with a packed lunch.

We have created an online form for you to complete and submit in order to confirm your child's place and to indicate whether or not you will be attending the meeting. Please click the below link to access the form and submit the required information by **Friday 1<sup>st</sup> May 2020**.

<https://forms.office.com/Pages/ResponsePage.aspx?id=IRWqTUyA302AgQIKJBYA20f7RYJI8mBKma4yLCHsFPxUQUIEOVYzTTFIWEJCSjkwTkVSNINMQ1YyQy4u>

If you have any queries or need assistance in accessing the form, you can contact our school office by email via [st.maurice.primary.school@plymouth.gov.uk](mailto:st.maurice.primary.school@plymouth.gov.uk).

We all look forward to meeting with you on either Monday 6<sup>th</sup> July or Thursday 3<sup>rd</sup> September, depending on whether the school is open.

Yours sincerely



Mrs Sarah Jane Tustain  
**Headteacher**