

CEO:
Mrs V Parsey

Principal:
Ms B A Shah



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Believe it. Build it. Become it.
Broadfield Academy

Monday, 15th June 2020

Dear Parent/Carer,

RE: Admission to Nursery/Reception – September 2020 (Letter 02)

A warm welcome to Broadfield Academy. We are delighted your child has been offered a place at our school and will be joining Nursery/Reception in September 2020. We are looking forward to meeting you and your child in the coming months.

I am writing to inform you about our transition arrangements for your child. Starting school is a very exciting time for you and your child. We aim to introduce your little one to school-life slowly and carefully. This will help them to transition into our school in a meaningful way and maintain their wellbeing.

Due to the situation relating to Covid-19, we are unable to invite you and your child into our wonderful school to take part in EYFS transition activities. Usually, transition activities are arranged in the following way:

Meet the Teacher and Parent Information Session:

This is when children meet their new Nursery/Reception Teachers. There are usually a variety of activities for children to engage with to make them feel at ease. Teachers will talk through a few important details about what to expect when your child joins Nursery/Reception in September and you will have the opportunity to ask questions. We usually have an information session first. Children are then asked to join their new class for an hour to familiarise themselves with their new surroundings. While children are in class, you will be able to:

- Complete admissions paperwork
- Purchase books bags
- Ask any questions about the school

You will appreciate this is a busy time and space is limited. Therefore, we kindly request **siblings do not attend the meeting with you.**



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This year due to Covid-19, we have placed all our EYFS information online. Please visit our school website www.broadfieldacademy.org.uk and select the EYFS tab to view important information about starting school. Information on this page includes:

- EYFS parent information pack
- General parent information pack
- Admissions data collection sheet
- Starting school letters
- EYFS curriculum overview
- Videos of EYFS

As requested in the previous letter, if your child does not currently attend our Nursery, please kindly complete the admissions data collection sheet by **Monday 13th July 2020**. You can send your completed form back to us in the following ways:

E-mail:	admin@broadfieldacademy.org.uk
Post:	Broadfield Academy Windmill Road Hemel Hempstead Herts HP2 4BX
School Office:	Post your completed forms in the school drop box located in the admin reception area in a sealed envelope (opening hours: 8:30am - 3:30pm, Monday - Friday)

If your child currently attends our Nursery, please make the School Office aware of any changes to your details such as contact numbers or medical information.

At present, Government guidelines suggest that we do not invite children and parents into the school due to social distancing measures. However, if the guidance changes, we will notify you of our transition arrangements. Thank you for your understanding in the unprecedented times.

If you have any queries, please do not hesitate to contact our school admin office. Our Early Years Lead, Miss Hayes will be happy to talk to you.

We look forward to meeting you and your child.

Yours sincerely,

Ms B A Shah
Principal