



7 May 2019

Dear Parent,

I am writing to confirm that your child is due to start with us at Garden Fields during the next academic year. Thank you for choosing our school and I look forward to meeting you at our induction sessions.

All children will start school in September (unless agreed otherwise with myself). All children will be invited to attend **one morning (9 – 11:30am) on Wednesday or Thursday of the week commencing 2 September – you will be advised of the date at our evening session on Tuesday 18 June at 7pm. All children will be in school on Friday 6 September (8:50 – 11:30am).**

During week commencing **9 September all children will be in school from 8:50 am to 1:15pm** and will then be **full time (8:50 am – 3:15 pm) from week commencing 16 September.**

Our evening session will be held on **Tuesday 18 June starting at 7pm.** Please come along to our Lower School Hall to meet with our Reception class teachers, our nursery nurses, members of the Parent Teacher Association and myself. All talks will be short but informative and will give you a good picture of how Garden Fields is run and what we seek to achieve with you and your child. There will be a chance to ask questions and meet informally with other parents after the main meeting. Clearly this session is for adults only as there will be much to assimilate without the distraction of younger children.

The induction visit for your child will be held on the morning of **Thursday 11 July 9:15 – 11:15am. This will be a short visit to support your child's transition to primary school. Please wait on the infant playground.** You will be shown the way to the Reception classroom where you leave your child with their new class teacher. Our PTA are also holding a 'Stay and Play' event in the afternoon – **1:30pm – 3pm.** This is a very informal session for families to meet. Siblings are welcome. Parents are responsible for their child(ren) at all times.

There will be the opportunity to look around the school, with your family on **Thursday 4 July** when the whole school will be open for our **Annual Celebration Evening (from 6 pm – 7:30 pm).**

All of the above information can be found on our website together with other dates for your diary. There is a special area for new parents on the front page. In the meantime it would be most helpful if you could complete the attached form giving details about your child. **PLEASE RETURN YOUR COMPLETED FORMS TO THE SCHOOL OFFICE as soon as possible and no later than Wednesday 15 May 2019.**

Please do contact me if you have any further queries - admin@gardenfields.herts.sch.uk.

I look forward to meeting with you soon.

Mr Andrew Farrugia
Headteacher