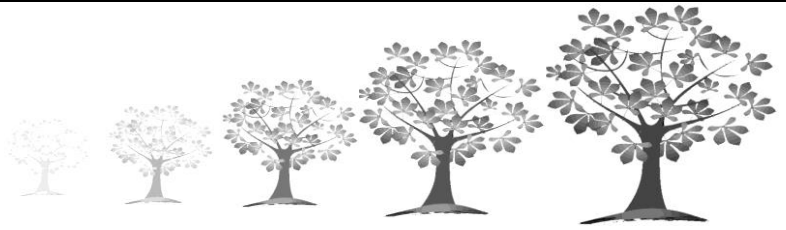




**CHURCH OF ENGLAND
ACADEMY**

Cherry Road, Wisbech,
Cambridgeshire, PE13 3NP



Tel: 01945 583799

Headteacher: Mrs Clare Claxton

Email: office@orchards.cambs.sch.uk

Web: www.orchards.cambs.sch.uk

4th June 2020

Letter of welcome – Nursery September 2020

To the parents of:

We are delighted that your child will be joining our Nursery class in September 2020. We are looking forward to meeting you and your child in the coming months and would like to formally welcome you to the Orchards family.

Starting nursery is a very exciting time for all involved but can also cause some anxiety. We aim to introduce your child to school-life slowly and carefully to ensure a smooth and happy transition for all involved.

At this point in time, we aren't clear about when we will be able to resume normal business at school. However, we will aim to keep you updated as regularly as possible and we can assure you that we remain committed to ensuring a smooth start to your child's education at Orchards.

We will write to you again in a few weeks to inform you of our induction arrangements and to request any further information.

In the meantime, please could you complete the nursery hours request form and send back to school? We will endeavour to fulfil requested hours and days where possible as long as adult: child ratios allow.

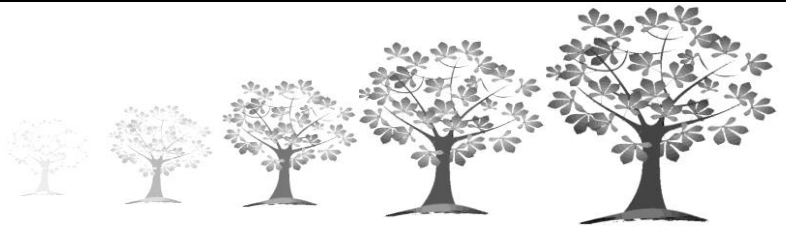
If you have any questions at this stage, please contact the school on 01945 583799 or email nursery@orchards.cambs.sch.uk.

Miss Harrison – Assistant Head Early Years.



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Name of child.....

Date of birth

Parent contact number

For 2 year old spaces

2s places are AM or PM only – You must be in receipt of a funded 2s place to take up your space.
(Please tick your preferred session)

- I would prefer AM sessions (8.30am-1.30am)
- I would prefer PM sessions (12.15pm-3.15pm)
- Either AM or PM – No preference

2+ year Authorisation code (please write below)

For pre-school spaces (3 and 4 year olds) Universal 15 hour entitlement
(Please tick your preferred sessions)

- I would prefer AM sessions (8.30am-1.30am)
- I would prefer PM sessions (12.15pm-3.15pm)
- I would prefer 2 ½ days - Monday and Tuesday all day and Wednesday AM.
- I would prefer 2 ½ days – Wednesday PM, Thursday and Friday all day
- I have no preference
- My child will be attending full time nursery. I understand that there will be a charge for lunch time nursery cover and lunch if required.

Extended 30 hour entitlement code (please write below)