

April 2023

Dear Parent/Carer,

We are emailing to say 'Welcome' to Sparhawk Infant and Nursery School!

Please email the office at: [office@sparhawk.school](mailto:office@sparhawk.school) as to whether you intend to accept the offered place along with the following information by **WEDNESDAY 3<sup>rd</sup> MAY 2023**:

- Your Name
- Your Child's Name
- Your Child's Current Pre-School and Contact Details
- Your Contact Number
- Your Address
- Email Address

We request to know where your child currently attends as our Early Years Lead (Mrs Spalding) will be visiting your child in their current setting to meet them in an environment they are familiar with and also to meet with their key workers.

Please make sure that your email includes this vital information as we will be sending emails regarding class visits and other important information.

We will be holding a 'Welcome Evening' on **Tuesday 27<sup>th</sup> June at 5:30pm**. This evening is for Parents/Carers only. The evening is held in our school hall and contains lots of information regarding reception and Sparhawk school life in general. We will be sending out an invitation for children to visit their new class shortly, so keep an eye on your emails.

We are very excited about your child starting at our school and look forward to seeing you soon!

Yours sincerely,



Mrs Clare Campbell  
Headteacher

**Please return this information to us by WEDNESDAY 3<sup>RD</sup> MAY 2023.**