St. Giles CE Primary and Nursery School
Starkholmes Road
Matlock
DE4 3DD

Email: enquiries@st-giles-matlock.derbyshire.sch.uk
Phone: 01629 56813

Head of School: Bethany Simpson

April 2025

Dear Parent/Carer,

Welcome to St Giles Primary School!

We are delighted that your child has been allocated a place at our school, and we look forward to welcoming them in September. Over the next few weeks, we will be in touch to share more specific details to help you prepare for this exciting journey.

Please take a moment to read this letter, as it contains important information and key dates for your diary.

Meet the Teachers

Each year we enable a smooth transition into school life by inviting you into St Giles to meet with the Early Years team and to have a look around our school. We will show you our Early Years classroom, discuss arrangements for starting school and provide you with some key resources to ensure your child is "St Giles Ready". We will provide you with some exciting activities which we would like you to complete with your child before they start school. The date for this session will be:

Wednesday 18th June at 5pm

Please contact the school office to confirm your attendance. ***Please note, this session is for parents only.***

Transition Visits

We would also like to invite your child to two transition visits to help them get to know the school environment:

- **Tuesday 1st July** – 1:30pm to 3:00pm
- **Wednesday 9th July** – 9:30am to 11:30am

Please bring your child to the **main school entrance**, where our friendly office staff will direct you to the side gate for drop-off.

If your child already attends St Giles Nursery on either of these dates, please drop off and collect them at their usual times. If you have any questions about the transition visits, feel free to speak to our team – we're happy to help.

Please note that these sessions are for children only.

ParentPay

We use ParentPay to communicate with parents and carers. This is how we share school information including newsletters, notifications of important events and sharing information about any first aid administered to your child. We also operate a cashless system at St Giles with all payments being made through ParentPay. Please activate your account as soon as possible if you have not already done so. If you are new to ParentPay we will share an activation letter with you in due course. If you need any assistance with this please contact the school office.

New Pupil Data Collection Form

At the meeting on **Wednesday 18th June**, you will receive a **New Pupil Data Collection Form**. This is an essential document that we ask you to complete promptly as it includes vital information about your child.

We will also need to see your child's **birth certificate** or **adoption certificate**. Please bring this with you to the meeting if you have not already provided this.

We hope this information is helpful. We understand that starting school can be both exciting and a little overwhelming, but we are here to support you every step of the way. For more information, please visit our website: St Giles CE Primary School. If you have any questions, don't hesitate to contact the school office at **01629 56813** or email **enquiries@st-giles-matlock.derbyshire.sch.uk**.

The first day of term is Monday 8th September 2025.

We are very much looking forward to meeting you and your child.

Kind regards



Miss B Simpson and The Early Years Team
Head of School