St. Giles CE Primary School
Stark Holmes Road
Matlock
DE4 3DD

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

Executive Headteacher: Ben O'Connell

Senior Teacher: Bethany Simpson

April 2024

Dear Parent/Carer,

Welcome to St Giles Primary School. We are delighted that your child has been allocated a place at our school and look forward to welcoming them in September. We will be in touch over the next few weeks to share specific details, such as your child's class and teacher.

Please take time to read this letter as it outlines some key information and important 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:

Tuesday 18th June at 5pm

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

Stay and Play

The Early Years team are really looking forward to getting to know your child and we plan to visit them in their current pre-school setting as well as at home.

We are delighted to invite you and your child into school for a **"Stay and Play" session on Tuesday 2nd July.** Please feel free to drop in anytime between 1.15pm and 3pm to see the classroom, meet the staff and take part in some activities. Please come to the main school entrance.
***Please note your child must be accompanied by one responsible adult for the whole of this session*.**

Transition Visits

We would also like to invite your child to two transition visits on **Wednesday 3rd July from 9.30am until 11:30am** and **Thursday 11th July from 1.30pm - 3.00pm.** This will enable your child to meet their new classmates and teachers. Please come to the main school entrance where our wonderful office staff will show you the way to the side gate where your child will enter into school.

Please note this session is for children only.

ParentPay

We use ParentPay to communicate with parents and carers. This is how we share school information, newsletters, notifications of important events, forms for upcoming trips and 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. There is an activation letter enclosed, please activate your account as soon as possible. If you need any assistance with this please contact the school office.

New Pupil Data Collection Form

You will be given a New Pupil Data Collection form at the meeting on 18th June. This is a **vital document** that we would like you to complete as soon as possible, detailing everything that we need to know about your child before they start at our school. We also need to see your child's birth certificate/adoption certificate. Please bring this with you.

We hope that this information has been useful. We realise that starting school can be both an exciting and daunting time for all concerned but we hope to make the process as seamless as possible. Take a look at our school website Home | St Giles C E Primary School (stgilesceprimarymatlock.co.uk) for further information about St Giles and please do not hesitate to contact the school office on 01629 56813 or email enquiries@st-giles-matlock.derbyshire.sch.uk with any questions or queries.

The first day of term is Friday 6th September 2024

We really look forward to meeting you and your child.

Kind regards,

Miss. Simpson and The Early Years Team