



5th July 2023

Dear Parent/Carer

We are excited to confirm your child's place in our Reception class 'Ducklings' from September 2023. The Reception class will be attending for shorter sessions at first so that they can get used to their new routines, please see the visit times below:

Tuesday 5th September to Thursday 7th September 2023: **8.40 -1.00pm**
Friday 8th September 2023: **Full day**

Please drop off and collect promptly at the Early Years gate at all times, using the far left hand entrance on the yard at the back of the school.

I have enclosed the following information:

- Our Early Years information booklet.
- **How to register for free school meals.** School meals are free of charge for all children in Reception, Year 1 and Year 2 but you must register using the online form at <https://my.northtyneside.gov.uk/category/238/free-school-meals>
- **Hutchison Catering.** This is the company who provide our meals. Once we have your contact information forms back we will send you an email to register with Hutchison so that you can log on and pre-order meals with your child.
- **Cool milk** information – School milk is free for children under 5 and for those who are entitled to benefit relating free school meals (you must register for free school meals to find out if you are entitled). If you wish to pay for milk after your child turns 5 then you can register with cool milk.
- **Uniform** – this can be purchased from Emblematic and details are enclosed.

If you have any questions about your child's transition or if you need to pass on any important information about your child's health, allergies or medication please contact the school office on 0191 2220259 and if necessary, we can arrange a telephone conversation with your child's teacher, Miss Charlton.

We are looking forward to working in Partnership with you to care for and educate your child.

Thank you,

Mrs Kirsty Beverley
Admin Assistant

