



St. Michael's Church School, Constantine Drive,  
Stanground South, Peterborough, PE2 8SZ

T: 01733 306778  
E: [office@stmichaelschurchool.co.uk](mailto:office@stmichaelschurchool.co.uk)  
[www.stmichaelschurchool.co.uk](http://www.stmichaelschurchool.co.uk)

19<sup>th</sup> April 2021

Dear Parents and Carers,

### Welcome to St. Michael's Church School

I am very pleased to welcome both you and your child to St. Michael's Church School.

Starting school is one of the most important times in a child's life and I would like to assure you that the staff at St. Michael's will do all they can to help your child to settle as quickly as possible. I know that you will find our school a calm and friendly place where you will always be made to feel welcome.

It is very important to us that the start of school is a very positive experience for both your child and for you. Under usual circumstances we would invite you all to attend a Welcome Evening together. However, due to current covid restrictions, we are aiming to communicate as much starting school information with you as possible via online systems. In addition we are proposing optional welcome sessions, both live and online – further information to follow.

**You will receive a telephone call by Thursday 23<sup>rd</sup> April** from a member of our Administrative team on the contact number that you provided on your Local Authority application form. This will be your opportunity to confirm acceptance of the place that has been offered to your child if you have not already notified us by email. You will also be asked for some key information about your child including; Pre-school setting currently attended, Child's first language and any Special Educational or Medical needs. It may be that you already have a number of questions about starting school and the office team will be pleased to try to answer any initial queries you may have at this time.

We have set up a special page on the website 'New to Reception September 2021'. This can be found under Parent Zone and then click on the Starting School tab or alternatively click the following link. <http://www.stmichaelschurchool.co.uk/key-information/starting-school/new-to-reception-september-2021>

Here you should be able to find all the important information that you will require as you prepare for your child to begin their time at St. Michael's.

*'Be the best that we can be'*



The Church of England  
Diocese of Ely





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To help us to collate key information for registering your child at our school, please could you complete the online form by using this link [Registration Form](#) by no later than **Friday 30<sup>th</sup> April 2021**.

We will need to record that we have seen your child's Birth Certificate, proof of address and passport (non-UK nationals) in order to conclude the admission process and this also needs to be completed by Friday 30<sup>th</sup> April. This ID check can be sent into school via email [office@stmichaelschurchool.co.uk](mailto:office@stmichaelschurchool.co.uk) or you may choose to bring into school in person at the main office.

Dates for all individual activities to introduce your children to school will be provided in due course subject to covid requirements. Please be assured that we will do all that we can to ensure that your child is as well prepared as possible for the start of their school life with us.

I am very much looking forward to meeting you and working with you in the future. In the meantime, if you have any questions please do not hesitate to contact the school.

Kind Regards,

*R Smith*

Mrs. Rebecca Smith  
Headteacher



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PETERBOROUGH  
CITY COUNCIL

