Forest Lodge Academy
A L.E.A.D. Academy

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**Headteacher:** Mrs C Caldwell

May 2025

Dear Parents/Carers,

We are pleased to hear that your child has been offered a place in one of our Reception classes for the next academic year 2025/2026, starting on Tuesday 26th August 2025.

**PARENTS' INTRODUCTORY MEETING**

We would like to invite you to an **Introductory Meeting** with the Headteacher and the Reception class staff on **Tuesday 3rd June at 4pm.** This will be held in the main school hall.

During this meeting you will be given important information about your child's new class and transition arrangements and have the opportunity to meet the staff and ask any questions if you are unsure of anything.

**PARENT & CHILD INDUCTION MORNING**

As your child is new to the school we would like to get to know them and you a little better before they start in August. Therefore we have arranged a morning for you to come in with your child/ren to meet the staff and for the children to play with a selection of activities. The staff will be there to engage with you and your children, to answer any questions you may have and also to try and get to know everyone better before the new term starts. This will be held in our **Reception classrooms** on **Wednesday 25th June from 9:30 – 10:30am. This can be more of a drop in session and you are not expected to stay for the full session, however you are welcome to if you wish.**

**CHILDREN'S TRANSITION MORNING**

We will also be holding a Transition Morning on Tuesday 8th July from 9.30 - 11.30 am which will give your child the opportunity to meet their new Class Teacher. All children are to arrive at the Reception class gated entrance (there will be signs on the playground to follow and also staff will be on the playground to help anyone who cannot find their way). **(Parents will not be required to stay during this time).** A letter will be posted out to you with the name of your child's class teacher.

We look forward to meeting you.

Yours sincerely

Mrs C Caldwell
Headteacher