



TOWN CLOSE SCHOOL

NORWICH'S FINEST PREP SCHOOL · FOR GIRLS & BOYS · 3-13 YEARS

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To Parents of children in Nursery

Dear Parents

I am writing about our plans for your children as they move to their new classes in September 2018.

As your children move from Nursery into Reception, they will be organised into three classes. Each of our classes in Reception has a teacher and a full time teaching assistant and is named after one of the trees in our grounds. Children normally stay in their classes for one academic year before being re-grouped into new classes each September as they move up the School.

Whilst we know that many parents may wish to ask for their child to be with a particular teacher or a special friend, I regret that we cannot consider such requests as, when put together, they invariably clash and contradict one another. Organising class lists is a complex task in order to ensure a balance across year groups and within classes. Considerable time is taken to think about the best possible groupings.

The children will be told the name of their new class teacher on 'Moving up day' (Monday 9th July). At this time, they will also have the opportunity to visit their new classrooms and meet their new teachers. The new class lists will be published and sent to parents soon after this visit, alongside providing a welcome letter from the teachers.

Please do feel free to get in touch with me if you have any questions.

Yours sincerely

Melanie Harries
Head of Pre Prep