



**ST STEPHENS COMMUNITY ACADEMY**  
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[www.ststephenscornwall.co.uk](http://www.ststephenscornwall.co.uk)



Head Teacher: Maura Furber

**'Embracing Learning.  
Inspiring Ambition.  
Celebrating Individuality'**

Monday 27<sup>th</sup> April 2020

Dear Parents/carers,

We are delighted to confirm that a full time place has been reserved for your child to start at our wonderful school. The staff team are all looking forward to meeting you and your child.

Due to the current school closures we are not currently able to offer our usual programme of transition, however, we will do our best to offer you and your child a smooth and happy transition to St Stephens.

If schools are able to re-open during the Summer term, we will be in touch with dates for sessions for parents to find out about our school and opportunities for your child to visit Class F. If we are unable to open until September we will do as much as we can distantly through email, post and the school website and then sort out face to face meetings as soon as we can in September.

In the meantime, we ask you to prepare your child for school as much as possible by discussing with them about starting school and sharing communication that we send you. The leaflet that is enclosed with this letter gives some ideas of how to start preparing your child for school.

In order to get things moving with the transition process, could I please ask that you send an e-mail to the following e-mail address [ststephens@andaras.org](mailto:ststephens@andaras.org) stating your child's name, date of birth and which nursery they have been attending before the closures.

Please find enclosed an admissions pack which provides important information regarding issues such as school uniform and school payments. Please can you complete the admissions pack and return to our school office by **Friday 26<sup>th</sup> June 2020**. This deadline will ensure that all of your child's details are entered in to our school system ready for September. Any orders for uniform will need to be made on line through the school's website - [www.ststephenscornwall.co.uk](http://www.ststephenscornwall.co.uk) (homepage – uniform).

We look hearing from you and meeting you soon.

From The St Stephens Class F Team.

