

Dear Parents and Guardians,

First Day – Monday 7 September 2026

We very much look forward to welcoming your son to the Pre-Prep School in September.

Morning Drop Off:

Make your way around the one-way system and park in the North Drive Care Park. Please then walk your son up to the Pre-Prep Playground where a member of staff will be there to greet you. The gates will be open from 8:00am and close just before 8:30am. If you arrive after 8:30am you must sign your son in at the Prep or Pre-Prep Reception.

Afternoon Pick Up:

If you are collecting your son from school, please enter via the Butterfly Lane entrance, where you will be directed to park in the North Drive Car Park.

At the end of the school day, please walk along the path to your son's classroom door to collect him.

- **1EL** is the **4th classroom door** from the gate.
- **1NP** is the **3rd classroom door** from the gate.

The classroom doors will be open for collection from **3:30 pm to 3:35 pm**.

If your son has been booked into **AFSC (3:30 pm–4:00 pm)**, a member of staff will escort him there at the end of the day. To book a place in AFSC, please send a message to the **Prep Office** via the **Parent App**.

Uniform and Equipment:

Your son should arrive at school wearing their school uniform. They should also have their school bag. They need to bring their own water bottle and morning snack.

Teachers will inform you of which days games / swimming / PE kit are required for the first week. At the end of week one, your son will receive their timetable which will give you clarity over when their Swimming, Forest School, Games and PE lessons take place.

We encourage parental communication in the Pre-Prep School and so please do not hesitate to contact your son's Phase Leader, the school office or your son's form teacher should you have any queries. Please use the messages section in the Parent App to do so.

We invite you to visit the Year 1 Open Classroom on Wednesday 16 September. This is a chance for the children to show you round their new room! Doors will open at 3pm.



Yours faithfully,

Miss Stables

Year 1/2 Phase Leader