



Monday 8th June 2020

Dear Parent/Carer,

New Reception class intake 2020-21

We are delighted to welcome you and your child to St Francis Xavier school family and we look forward to meeting you all.

Usually we get an opportunity to meet you at a Parent information meeting; and for your child to come for a play and stay visit, to meet their teacher and familiarise themselves with the Reception class environment.

Given the current exceptional circumstances, this is not possible at present and we must act within constraints of the Government advice.

Please rest assured that we are working hard to make your child's transition into school as smooth as we can in these unusual times.

As time progresses and the position nationally becomes clearer with regard to Covid-19, we hope to be in a better position, to consider how best to safely introduce you and your child to our school. We will be in touch when we have more information for you.

In the meantime, we are sure you will have many questions, about starting school, which we are more than happy to answer. On our school web site (www.st-francisxavier.sandwell.sch.uk) you will find a link to '**New Reception Intake 2020-21 – Important information**'.

Here you will find our information booklet, which we hope you will find helpful and +will answer some of your questions.

If you have further questions please send an email to margaret.marshall@sfxcps.co.uk, which is monitored daily by our office manager Mrs Marshall, who will be happy to assist you.

To start the process of enrolling your child, we require you to complete the attached forms and **return these together with a copy of your child's birth certificate no later than 3rd July 2020**. Please ensure that you include an up to date email address.

Yours sincerely,

Jenni Downes
Head Teacher / Principal



Head Teacher / Principal: Mrs J Downes

McKean Road, Oldbury, West Midlands, B69 4BA

T: 0121 5521485

F: 0121 5442483

E: margaret.marshall@sfxcps.co.uk

W: www.st-francisxavier.sandwell.sch.uk

Jesus holds us in the palm of His hand