**Billingshurst Primary School**
**Headteacher : Helen Williamson BSc (Hons) MA**
Station Road, Billingshurst, West Sussex RH14 9RE
Tel: 01403 782789 Fax: 01403 783124
e-mail: office@billingshurstprimary.org.uk
website: www.billingshurstprimary.org.uk

2nd October 2020

Dear Parents and Carers,

As you are aware, the children were initially placed into temporary registration groups because we felt that it was important for the Early Years Team to have had an opportunity to meet and work with all of the children before we grouped them into three permanent classes. This flexible system has allowed us to make informed decisions about class groupings and we would like to thank you once again for your support (and patience!) during this 'settling in and getting to know you' process.

We are now pleased to inform you that your child will be in **Scotland Class** for the remainder of their first year at school; the class will be taught by **Mrs Aichroth**. She will be supported by teaching assistant **Miss Milner.**

Due to the nature of our open-plan Early Years Unit and shared outdoor area the children will continue to be encouraged to free-flow between the classrooms for much of the time and so will readily mix with all of the children in the cohort, not just those in their class. They will come together as a class for teacher-led inputs, focus activities and at home time.

From Monday 5th October the children will enter the Reception Unit through their **own classroom door**. There will be a sign on the door to help you.

Your child's coat peg and belongings will now be located within their own classroom. You will need to collect your child from outside their classroom too.

The children have already spent time in their new class today and we are confident your child will be very happy. Thank you for your support. If you have any questions, or concerns, please do not hesitate to contact us.

Best Wishes

The Early Years Team