



Charlton Kings Infants' School

'The wings to fly, the confidence to try'



Lyefield Road East, Charlton Kings, Cheltenham, GL53 8AY

Telephone: (01242) 514483
Email: secretary@ckis.org.uk

Head teacher: **Katie James BA (Hons) QTS**

28th April 2023

Dear Families

Welcome to Charlton Kings Infants' School. We are delighted that your child has been allocated a place with us for September 2023 and are encouraged that most families have already accepted their place with us.

We would like to invite you to a coffee morning on **Friday 26th May 9.30-10.30**. During the coffee morning you will have the opportunity to meet with Mrs James (Head teacher), Mr Owens (Deputy Head teacher) and our Reception lead, Mrs Netting. You will also have the opportunity to meet our Chair of Governors, Mr Waller, a representative from the school's Parents and Friends Association (PFA) and our Family Support Worker. We hope that this will provide you with an opportunity to meet key members of the CKIS team and to ask any questions that you may have. We appreciate that not everyone will be able to attend due to work or childcare commitments (*babies in arms only to attend with parents please*), so please do not feel anxious if you are unable to attend.

We will be starting our transition events with our new families' induction evening on **Tuesday 13th June 6.30-8.30pm**. During the course of the induction evening, you will be able to familiarise yourself with the school environment and meet key staff and school representatives (including a few Governors, our 'Kids Club' (Before and After school club) leaders and members of our PFA – Parents and Friends Association). There will also be an opportunity to find out more our school catering and we hope that you can enjoy a drink and sample our wonderful school menu whilst taking a breather and getting to know each other!

Our PFA members will be sharing information regarding how to purchase second hand uniform. In addition, we will also be sharing information regarding the purchasing of new uniform through Universal Uniform, our uniform supplier. Universal Uniform are based at Kingsville Road, Cheltenham where you can visit their shop.

Following our new families' induction evening on Tuesday 13th June, we will be offering families the opportunity to access our 'starting school webinar' on **Monday 26th June (7-8pm)** which will be led by Marijana Filipovic-Carter (Move More Family Engagement Lead). We will share further details regarding this webinar on 13th June.

On **Wednesday 5th July 10.00-11.00 am**, all children are invited to attend CKIS for our teddy bear story and song time (children can bring their favourite teddy with them). Parents and carers will be encouraged to leave their child to engage in the activities. During this time, parents/carers will be invited to attend the second-hand uniform sale and have a cuppa on the school playground. This will be a chance for your child to meet their new friends, their new class teachers and explore their exciting new learning environment.

We will be holding our annual Early Years sports afternoon, weather permitting, on **Thursday 29th June from 1.30pm (reserve afternoon, Thursday 6th July)** and your child and a maximum of two attendees (*adults or younger siblings welcome*) are welcome to join us and participate in a couple of races!





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Further information about all of these events will be shared with you during the new families' induction evening on **Tuesday 13th June**.

We also invite all new families to join us for our annual Summer Fayre on the afternoon of **Saturday 24th June**.

For your information, these are the planned induction arrangements for September 2023:

Monday 4th and Tuesday 5th September:	Teacher Development days (school closed to all pupils)
Wednesday 6th – Friday 8th September:	Stay and play sessions (please sign up for these during the new families' meeting on 13th June).
W/C Monday 11th September: *Parent workshops to run 12.00 to 12.30 Mon to Thurs this week (more details to follow)	Monday 11th and Tuesday 12th: 15 pupils per class 8.45 to 13.00 with lunch Wednesday 13th and Thursday 14th: 15 pupils per class 8.45 to 13.00 with lunch Friday 15th: all 30 pupils per class 8.45 to 13.00 with lunch
W/C Monday 18th September:	Monday 18th –Thursday 21st: 30 pupils per class 08.45 to 13.00 with lunch Friday 22nd: all 30 pupils per class 08.45 to 15.00 with lunch
W/C Monday 25th September:	All children stay full time (8.45 to 15.00) ongoing

The school will be offering an afternoon care provision on the dates that your child/ren are attending in the morning only. Further detail about this wraparound care and all the induction events and arrangements will be shared with you during the new families' induction evening on Tuesday 13th June.

A Parent Handbook, containing your registration forms will be given to you during the new families' induction evening. **We need to have sight of your child's original birth certificate.** Please could we ask that you bring the original certificate into school as soon as conveniently possible, but no later than **Friday 23rd June** to enable our admin team to take a copy and place on our school files. We would also request that you return the registration forms (from the Parent Handbook) to us no later than this date.

We are looking forward to meeting you during the summer term. In the meantime, please visit our website; <https://www.ckis.org.uk/> for all of our latest news.

Yours sincerely

Katie James (Headteacher)

Rachael Netting (Year Reception Lead)

