



## Great Staughton Primary Academy

The Causeway, Great Staughton, Cambs, PE19 5BP

Tel: (01480) 860324,

Email: [office@greatstaughton.cambs.sch.uk](mailto:office@greatstaughton.cambs.sch.uk)

Website: [www.greatstaughton.cambs.sch.uk](http://www.greatstaughton.cambs.sch.uk)



11th May 2026

Dear Parent/Carer,

We are delighted that you will be joining us in our Reception Class in September and look forward to welcoming you and your family to Great Staughton Primary Academy.

Starting school is an exciting time and we will make every effort to ensure that we give you all the relevant information to ensure that this start is a happy and successful one. With this in mind, we are pleased to invite you to our "New Parents' Evening" on **Monday 15<sup>th</sup> June at 6.00pm**. This will give you the opportunity to meet the class teacher and we will share with you the details for September. It will also give you the opportunity to ask any questions that you have and to meet other families who are also joining us. **I would be very grateful if you could bring along your child's birth certificate to the evening. In order for us to verify your child's date of birth, as this is a requirement of the formal registration process.**

Here at Great Staughton Primary Academy, we have a uniform which we are very proud of. Our children are encouraged to wear the correct uniform at all times and your support with this is important to us. A copy of our uniform code is available to view on our website <https://www.greatstaughton.cambs.sch.uk/useful-information/> and will also be included in your welcome pack to be issued at the New Parents Evening. All uniform can be ordered online from School Trends by logging onto [www.schooltrends.co.uk](http://www.schooltrends.co.uk) choose Parent Ordering and enter: **Great Staughton** in the school name box: follow the straightforward on-screen instructions to create an account, place and pay for your order. Full sizing sets will be available at the New Parent's Evening to assist you when ordering. All orders must be placed online as soon as possible to ensure delivery before your child starts school.

Once your child has started with us, you will be issued with an activation password for our online payment system (Arbor) which is where all payments to school are processed e.g. school meals (Key Stage 2 only), school trips, swimming sessions, residential trips etc.

School meals for all children in Reception, Year 1 and Year 2 are Government funded. Our school dinners are healthy and balanced and we would encourage you to allow your child to eat a hot meal at lunchtimes.

Further information about the school meals provided can be found on our school website at: <https://www.greatstaughton.cambs.sch.uk/>

Your child is invited to visit our Reception class on the following dates, along with all the children joining us in September:

**Friday 19<sup>th</sup> June 9.30 – 10.30 – Activity session**

**Friday 26<sup>th</sup> July 9.30 – 11.30 – Activity session**

**Thursday 2<sup>nd</sup> July 9.30 – 1.30 – Activity session and lunch time**

If you would like your child to have a school lunch on the 2nd July this may be paid for in advance or on the day at a cost of £2.65, alternatively you may send your child in with a packed lunch. Please indicate your preference on the reply slip below.

We would also like to offer you a home visit, where you will get to meet our Reception class teacher. Please contact the school office in order to arrange a suitable date and time for this.

**I would be most grateful if you would complete and return the reply slip to the school office, or email your response as soon as possible, so that we know who will be attending the various sessions.**

We look forward to meeting you on **Monday 15<sup>th</sup> June at 6.00pm** and please do not hesitate to contact me before then if you have any questions or concerns.

Yours sincerely,



Mrs S Whiting  
**Executive Head of School**

## Great Staughton Primary Academy Reception Visits - 2026

Child's Name: .....

Will attend school for the following sessions:

19<sup>th</sup> June    

26<sup>th</sup> July    

2<sup>nd</sup> July      I will provide a packed lunch for my child / My child will have a school lunch  
(please delete as appropriate)

Choice of school meal – Meatball pasta / Cheese and onion pastry slice / Jacket potato /  
baguette with a choice of either ham/cheese or tuna (please circle your child's chosen meal)

I enclose £2.65 for the school lunch / I will pay for school lunch on the day  
(Please delete as appropriate)

We are able to attend / We are not able to attend the New Parents' Evening on 15th June at  
6.00pm (please delete as appropriate)

We would like / We would not like a home visit.

Signed..... Date.....

