



Waterbeach Community Primary School

Learning - Laughter - Friendship

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Wednesday 15th April 2026

New Intake for September 2026

Dear Parents and Carers,

Welcome to Waterbeach Community Primary School. We are delighted that your child has been offered a place at our school. We are looking forward to meeting and getting to know them and welcoming you into our school community.

Alongside this letter, we have sent you a link to the school website which details and information about our programme of transition activities. We have arranged opportunities for your child to come into school for different activity sessions in the Summer Term, as well as just before they start in the Autumn Term. As part of this, your child will have the opportunity to meet the teachers, come and play in the classroom as well as experience having lunch at school (they can bring a packed lunch or pre-order a free hot school meal). We will also be holding a Parents Information Evening on **Wednesday 17th June at 6pm**. Please complete and return the transition activities attendance reply slip for your child by **Friday 19th June**.

If your child attends one of our local pre-school settings, we will visit your them there. It is a wonderful opportunity to see them playing happily with their friends in a familiar environment. If your child does not attend one of the local settings, unfortunately we will be unable to visit them but will contact their key worker to speak to them.

We are currently planning for the organisation of three foundation stage classes. Whilst doing this, we try hard to have a balance of friendships and take into account the needs of all children. We have established links with the pre-schools and meet with leaders to discuss the needs and groupings of the children. If you have any feelings about relationships you think may have a positive or negative impact on your child's start to school life, please contact us at office@waterbeach.cambs.sch.uk.

At the beginning of the Autumn Term, the children will have the opportunity for a home visit, to join us for a play session and will then complete a staggered induction involving half days before coming to school full time. This enables children and adults to get to know each other; as well as children becoming familiar with the school setting, routines and expectations. The staff also use this time to make initial assessments in order to plan effectively to enable children to make maximum progress.

We continually review and improve this structure in light of County guidelines and parental feedback to ensure children continue to start school happily and confidently. The School Governors are in full support of the intake programme. There is a link to this year's Induction Timetable on the school website. We will provide you with more information about this, including your child's class and whether they are Group 1 or Group 2 at our Parent's Information Evening on **Wednesday 17th June at 6pm** when you will receive your child's induction pack.

In the next week or so, you will receive instructions on how to complete our school admissions form. This will be via an electronic admissions application. In order to allow the smooth transition of required data into our school information management system it would be appreciated if you could complete this as soon as possible and at **the latest by Friday 19th June**. Please note that we will also need to see original copies of your child's birth certificate and a proof of current address as a statutory government requirement. You can bring these to the school office at any time during school hours or when you visit the school with your child.

If your circumstances change between now and September and your child no longer needs a place at Waterbeach, please let us know in writing as soon as possible to allow us to manage the induction process and class structure.

We look forward to meeting you and getting to know you and your child. If you have any questions, please do not hesitate to contact us.

Debbie Mills
Foundation Stage Team Leader

Our school encourages each child to grow into a happy, confident individual, thriving in a supportive community where each is inspired to learn and discover through a kaleidoscope of opportunities, with space to imagine and to create.

