



17 March 2009

Dear Parent/carer

Thank you for the interest you have shown in Marksbury & District Playgroup. You may have already visited the playgroup, but if not please feel free to drop in at any time with your child – we operate an open door policy for visits.

Once you have decided that you would like your child to attend, please complete and return the **Registration of Interest** form. This will be acknowledged and you will then be contacted shortly before your preferred start date with specific details regarding joining playgroup and settling-in procedures.

In order to give your child a smooth transition between home and playgroup we will ask you to attend a number of settling in sessions together to ensure that s/he feels safe and is familiar with the staff and surroundings. The length of the settling in period will depend on each child's needs and your preferences and will be agreed with you.

On your child's first morning, please bring the following completed forms found at the back of this pack:

1. Registration
2. All About Me
3. Photo Permission
4. **Your child's birth certificate, which we must see for funding purposes**

If you have any further questions, please do not hesitate to contact me on 01761 479449 or 07980 384676.

We look forward to welcoming you and your child to Marksbury Playgroup.

Kind regards

Joanne Groves
Leader