

Cypress Primary School – a guide for new parents

September 2018



Welcome to Cypress Primary School. This guide has been produced by the Cypress Parent Communications Working Group (cyp-parentcomms@pegasusacademytrust.org) with contributions from parents, to complement the school prospectus and website, and provide helpful information and top tips about the school to help your child to settle in.

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1. Overview

About the Pegasus Academy Trust

Cypress Primary School is part of the Pegasus Academy Trust (PAT), a local Multi Academy Trust. Cypress joined the Trust in 2017. PAT has two Executive Headteachers, **Lynne Sampson and Jolyon Roberts**.

- Further information about the PAT can be accessed via its website at <http://www.pegasusacademytrust.org/>

There is also lots of useful information about Cypress, its ways of working, weekly news updates and its curriculum (including long term curriculum plans) on <http://www.pegasusacademytrust.org/cypress-primary-school> and in the school prospectus (<http://www.pegasusacademytrust.org/cypress-primary-school/information/prospectus>).

About Cypress Primary School

Cypress is split into an Upper and Lower School on two sites, either side of Cypress Road.

Lower School:

- Little Cypress – a nursery for 2-4 year olds;
- Reception to Year 2;
- 3 classes per year – named after colours;
- Head of School: **Ms. Jo George**

Upper School:

- Years 3-6;
- 3 classes per year group – named after trees;
- Head of School: **Ms. Georgia Buchan**

The term dates for the academic year are on the school website (<http://www.pegasusacademytrust.org/term-dates>), as well as a calendar of events for the year ahead, including parents evening, school performances, sports days, INSET days and PTFA events (<http://www.pegasusacademytrust.org/events-calendar?school=CYP>).

Cypress Primary School does not close for polling days.

2. Who's who at Cypress?

There is a full list of staff members on the school website:

<http://www.pegasusacademytrust.org/cypress-primary-school/information/staff>

You will see the Heads of School and Deputy Heads on the school gates most mornings and afternoons. If you wish to contact someone directly and cannot see them face to face, then please contact the school office for further contact details or to arrange an appointment.

The staff at both school offices are very helpful and should be able to point you in the right direction for most enquiries!

E-mail: cypressadmin@pegasusacademytrust.org

Phone: 020 8653 2618

In addition to the staff, there is a wider community that supports Cypress:

- The school governors are known as Members of the Academy Council (MACs). They meet five times a year. The MACs for parent communications at Cypress are **Beverley Nutter and Alex Toogood**, and the chair of the academy council is Marsha Douglas. Further details can be found on the website at (<http://www.pegasusacademytrust.org/cypress-primary-school/information/academy-council-information>).
- The Parent Communications Working Group takes place on a half termly basis and is chaired by Beverley Nutter (MAC). Originally set up in 2017 when PAT first took over the school to open a line of communication directly with parents during the academisation process, this is now an open forum for all parents to attend should they wish to provide feedback on the school, share ideas for how things could be improved, ask questions as well as hear updates from PAT. The meetings are regularly advertised in the school calendar and online
- The Parent Teachers and Friends Association (PTFA) run activities each term including a Christmas, Spring and Summer Fayre, discos, a garden party and a sponsored bounce. Anyone can get involved with the PTFA, further details are below (How can I get involved and support the school?, page 7).

3. Finding your way around lower school

As you come up the main driveway into lower school, you pass Little Cypress on your right, and can see the new school office, well signposted on the right. The main playground gate is between Little Cypress and the playground; on the right just inside the playground gate is

the community room (next to Little Cypress) where the PTFA and Parent Communications Working Group hold their meetings as well as various social and fundraising events.

Reception classrooms are on the left, up the steps, just through the playground gate. Next come the year 1 classrooms and then the Year 2 classrooms are behind them, at the far end of the playground. The Saplings library is in the corridor between the Year 1 and Year 2 classrooms, and the inclusion room is just above. The lower school hall is at the top of the school, accessed via the new school office. There is another entrance to the playground via the diagonal path up from the lower school entrance gate, passing the Little Cypress garden. This is known as the 'Woodland walk'. The school do ask that parents and carers do not allow their children to play with the equipment on the Reception playground which will have been set out for that morning's activities.

Lost property for lower school children is in the corridor outside the Reception classrooms, near the Saplings library.

Later versions of this guide will include a map to help parents find their way around – watch this space!

4. What methods of communication are there with and amongst parents?

In addition to regular letters in school bags, newsletters and texts, the other official and unofficial forms of communication are:

- Updates on the website news pages (<http://www.pegasusacademytrust.org/news/cypress-primary-school>), which take place on at least a weekly basis. If you have any news that you would like included on the website, please email news@pegasusacademytrust.org
- A year group Facebook page for parents is set up for most years where information is shared between members. These groups are run on an 'unofficial' basis by parents and carers. A group now exists for Cypress Primary Reception 2018/2019 (<https://www.facebook.com/groups/772152866325779/>)
- Many classes also have class 'WhatsApp' groups set up by parents once each class has settled in;
- As well as individual year groups, there is a school-wide Facebook group called Cypress Parents Voice (<https://www.facebook.com/groups/CypressParentsVoice/>), open to all Cypress parents and carers. This is a positive space to raise any questions or concerns which will then most likely be addressed by the parent

communication MACs or other parents who may know the answers. They can be serious questions or even to find out if someone has found lost property! This is also another opportunity to find out about news and events taking place at the school;

- There is an open dialogue with teachers, teaching assistants and the school. If you have any specific concerns, email your Head of School via the contact details online
- There are also regular social events for parents through the PTFA and inter year / class drinks. If these are not taking place in your class or year, feel free to talk to other parents and organise events amongst yourselves;
- Noticeboards on each school site;

5. How can I get involved and support the school?

There are many ways to get involved if you'd like to support the school.

Cypress has a very active PTFA. They run activities each term including a Christmas, Spring and Summer Fayre, the Cypress Quiz, year group discos, a garden party and a sponsored bounce. Once a year each class will hold a cake sale and parents/carers are invited to contribute baked or bought cakes for the sale. The cake sales happen on a Friday and a text will be sent out to all parents/carers at the school to let them know it's on. There are also regular non-uniform days (usually held on the last Friday of each half term) where a small contribution (£1) is requested for school funds. Last year (2016-17) the funds helped pay towards the Lower School Library (Saplings), subsidised school trips and workshops, Book Week and school equipment. The PTFA are always looking for volunteers to help with raising money for the school; further details are on the website

(<http://www.pegasusacademytrust.org/cypress-ptfa>) or there is a Facebook page at <https://www.facebook.com/cypressprimaryschoolptfa/>). The chair of the PTFA in 2018-19 is

Chanelle Thornton.

In addition to the PTFA, the school is also always looking for parent / carer volunteers and time contributions to support in other ways.

- Attendance on school trips - speak to your child's teachers when school trips are coming up to see if they require any parental support;
- Volunteer at the Saplings Library – the library is run entirely by volunteers and each class is provided with a day to visit the library and exchange books (contact Mrs Parker, school English lead, via the lower school office)

- Become a MAC (either co-opted by the existing members, or voted in by parents as parent MAC positions become vacant – contact the chair of the academy council, **Marsha Douglas**, via cypadmin@pegasusacademytrust.org for further information)
- Attend the half termly Parent Communications Working Group to listen to updates from Pegasus and the MACs regarding the school progress. This is also an opportunity to speak directly with the Pegasus Executive Headteachers regarding any questions you may have or ideas you may have to improve the school;
- Volunteer as a 'Reading auntie' to support reading in class;
- Help at the Cypress Cycling Club which meets on Sundays (<https://www.facebook.com/groups/1117177465066839/> or search 'Cypress Cycling Club' on Facebook)
- Come along to school performances and assemblies: classes usually have at least one assembly a year where parents are invited to attend;
- Come into school for the thematic events in Museum Week and Arts Week, where the children can show off their work to parents and carers on Friday of that week (Y1-Y6 only)
- Attend scheduled parent workshops (e.g. on topics like phonics, maths calculations)
- Attend parents' evenings and sharing work sessions in Reception (where the child sits with you and shares their work with you directly in the school setting without their teacher)
- Donate resources.

The school is always looking for additional physical resources to support the children's learning and development. At times letters are sent out with specific donation requests to the school community, to enhance the types of activities that the school undertakes, but don't let this stop you asking whether something may be useful.

The types of materials the school are often looking for include:

- Recycled materials for junk modelling such as kitchen roll tubes, egg boxes, shoe boxes, corks and milk bottle tops
- Building materials such as pallets, bricks and cable drums
- Spare writing materials including pens and coloured paper
- Brand new/as new books for the Saplings Library
- Spare uniform/underwear is also very useful for Little Cypress and Reception!

6. The school day and general organisation

What happens at drop off?

There is a 'rolling start' for parents / carers to take their children to the classroom between 8.45am and 9.00am on both the upper and lower school sites. The gates are usually opened at 8.30am. On the Lower school site you can use either the 'Woodland walk' or go straight up the driveway if it is busy. Some shelter is now available outside the community room on the Lower site if it is raining. In Reception, there is early work available and you are encouraged to help your child with this before 9.00am.

Parents / carers are expected to assist their Reception child with their coat hook, water and sunshine card. You can also help them to choose their accelerated reading book (a free choice of reading book from their book band level from their classroom to take home and read each night). As your child moves up the school you will only be required to take them to the door and eventually just the school playground (at the Upper site).

Nursery and Rainbow classes start slightly later at 9.00am.

Getting to school

Cypress Road gets very busy around drop-off and pickup times, so if you need to drive to school, it's usually easiest to park on Auckland Road at the bottom of the hill. The 410 bus stops near the bottom of Cypress Road, and the 196 and 468 buses stop on South Norwood Hill near the top of the road. If your children come on bikes or scooters, there are bike racks at lower school at the top of the drive near the school office (just past Little Cypress) where you can leave them. The school hopes to have a dedicated buggy park soon but buggies are left at your own risk. Some parents use their own methods of locking buggies up.

Do I need to collect my child in person every day?

No, you can ask someone else to pick up your child including other parents. However, you must tell either the teacher or the teaching assistant in person. If you need someone else to pick up your child and couldn't tell the teacher at drop off, call the school office to let them know on **020 8653 2618**.

What time does the school day finish?

The school day finishes at 3.15pm and the gates will be open at this time. As both the Upper and Lower site school days also finish at the same time, there is some flexibility for parents who need to pick up on both sites, but parents are expected to pick up their

children by 3:30pm. After this, children will be taken to the school office and can be picked up from there.

On the Lower site, children can also stay to use the adventure playground until 4.30pm providing they are under parental/ carer supervision. This can be great fun for the children and a great way to get to know other parents. Because on the Upper School site the after school club uses the playground parents are requested to leave the site by 3:45. Children can continue to play on the Lower School site or at South Lake and grounds at the bottom of the hill.

What do I do if I need to keep my child off school?

Pegasus Academy Trust's attendance policy is available online at http://www.pegasusacademytrust.org/downloads/PAT_Attendance_Dec16.pdf. Children are expected to attend school every day, even in Little Cypress. If your child is ill or will be absent call the main switchboard and leave a message with the school office.

You should keep your child off for 48 hours if they have diarrhoea or 24 hours for a sickness bug. If they have a contagious illness (such as chickenpox) or have a longer term condition, then speak to your GP regarding attendance at school or refer to the Department of Health or Department of Education for guidance (e.g. online at <https://www.gov.uk/education/health-safety-and-wellbeing-in-schools>). The school will also be able to help you should you have any questions.

Upon returning, provide the office with a letter or email (to cypadmin@pegasusacademytrust.org) explaining why the child was away from school with evidence as appropriate or complete an absence form. If you don't do this, you will receive a letter from the attendance officer enquiring about why your child is absent. This process is a requirement in line with government / OFSTED regulations.

If your child requires medicine during the day, you can ask the office to administer this in line with doctor's requirements, however you must complete a form specifying clear instructions. This form can be obtained from the school office.

Will school staff apply sunscreen?

School staff do not apply sunscreen for children, so it is suggested that you apply an 8 hour sunscreen on your child before school and include a roll-on in their bag for them to apply during the day. Shady areas are always accessible for children playing outside and staff will

be careful of children's exposure on very hot, sunny days, but if you have any concerns please speak to your child's class teacher.

Do the children have to wear branded school uniform?

A description of the school uniform is included in the school prospectus and uniform is sold at 'Bubblegum' in Thornton Heath and in Hewitts in Croydon. Cypress Primary School branded uniform is encouraged, including rucksacks and book bags. Children can however wear plain white polo shirts, white t-shirts, red jumpers and cardigans which are sold at most department stores and supermarkets. Summer dresses are generally worn in the summer term but can be worn earlier in the year, weather dependent.

Smaller sized uniform is usually available at Marks and Spencer, H&M or the supermarkets.

The PTFA welcomes second hand donations and these are sold at the Christmas, Spring and Summer Fayres. If you would like to take a look at the second hand uniform, please get in touch with the PTFA via cypressptfa@pegasusacademytrust.org.

What about PE kit?

Children at Cypress do PE twice a week, and it is generally easier to keep their PE kit at school rather than bringing it in on PE days. Children will need a white t-shirt, red shorts and plimsolls; refer to the school prospectus for further details. Parents usually bring home the PE kit at the end of each half term for washing.

Children may also need different clothing for other school activities, for example if they are doing sports for their Wednesday enrichment activity (What other enrichment opportunities are there?, page 15) which rotates each half term, or if they are attending an after-school activity club such as forest club or mini-Olympics. Parents will receive a letter or a text about any specific clothing required.

What is the best way to label school uniform?

There are countless choices for labelling school uniform, but some that Cypress parents have recommended are MyNameTags (<http://mynametags.com>), Stikins (<https://www.stikins.co.uk/>), Stamptastic (<https://stamptastic.co.uk/>) – much quicker than sewing them in!

What are the school meals like?

The school has recently changed over to Harrison Catering – the catering partner used by all the other schools in the Trust. Menus are provided by Harrison and these are rotated at the February half term – you can see these online at

<http://www.pegasusacademytrust.org/lunches-at-pegasus>. Harrison Catering provide occasional opportunities for parents and carers to sample the food on offer and these are communicated in the usual ways.

Children in the Lower School (Reception – Year 2) are entitled to free meals but should you choose not to take this up for your child then a packed lunch can be brought into school. There is guidance provided on content in the welcome pack – no sweets please! Please note that children in Little Cypress and the Upper School do not receive free school meals (unless you are eligible for them if you are in receipt of universal credit or other benefits). Otherwise you must pay for these **in advance** (currently £2.20 per day, bookable via <http://pegasusacademytrust.magicbooking.co.uk>) if you would like your child to have these. Parents and carers who have not booked are contacted by the school office/s if there is no packed lunch provided for children, and letters are sent reminding them to do so. Bookings are easily made and if the child is off for any reason a refund is provided.

Do the children get snacks or a drink throughout the day?

Fruit is provided for children in Little Cypress and Years R – Year 2, and milk is given to under 5s if you register using the form provided in the school welcome pack. If you want your child to continue having milk once they turn 5 then you must register at the website and pay in advance (<http://www.coolmilk.com>).

Each child should take in a labelled bottle of water which they can access throughout the day.

Can my child bring possessions into school?

It is recommended that the pupils do not bring any personal possessions (e.g. toys) into school, however if they do, it must be kept in their bag or handed to a teacher. Mobile phones are banned with the exception of Year 6 pupils who may be walking home alone (under prior arrangement).

School photos

Individual school photos are taken in January and class photos in June; if you have more than one child at Cypress, they can have photos taken together for the January session (this is done by booking an appointment for both children which takes place before the start of the school day). Dates for these will be on the school calendar well in advance.

Dressing up days

There are quite a few opportunities for children to dress up throughout the year. World Book Day is the main one (in early March) but there may also be dressing up days linked to thematic topics, or for charity such as Sport Relief. If you don't have a large stock of dressing up costumes, why not ask other parents to see if anyone has some to share? (This is a frequent topic of conversation in parent Facebook groups coming up to World Book Day...)

7. Payments

How do I pay for activities at the school?

The payment system the school uses is called 'MagicBooking' (<http://pegasusacademy.magicbooking.co.uk>). All school payments (e.g. for school trips, lunches and wraparound care) are made via this system, as the school office is unable to accept cash or cheques. You should receive login details for MagicBooking when your child joins in September. You can transfer across your child care vouchers and tax free finances as required, and the funds will show in your MagicBooking account. For any enquiries regarding these systems either contact Mrs Borg in the school office (cypadmin@pegasusacademytrust.org) or Suzanne Christopher, extended services leader in PAT (schristopher@pegasusacademytrust.org).

Do I have to pay for school activities?

Parents may be asked to make a voluntary contribution towards running extra workshops for the children to support their thematic work - though PTFA funds often go towards these too. Parents will also be asked for a voluntary contribution towards school trips. Although no child will be excluded if their parents/carers have not made a contribution, activities or trips may not be viable if insufficient contributions are received.

Activities which run outside school hours such as wraparound care (What is the wraparound care at Cypress?, page 15) and afterschool activity clubs are chargeable and parents must pay if they wish their child to attend these (some subsidies are available to enable children whose families are in economic hardship to attend activity clubs). Music lessons run by outside providers are also chargeable; these normally run in school hours.

8. Extra-curricular activities / sports / after-school clubs

What opportunities are there for my child to get involved with sport at school?

Physical Education (PE) takes place twice a week. Kits are usually left in school during term time and sent home at the end of each half term for washing.

- School sports teams in the Upper School (e.g. swimming, football and netball) – details will be provided via letters from the school when places become available and team trials are taking place;
- After school activity and sports clubs are available for Lower and Upper pupils. Examples from previous years include martial arts, ballet, art, magic, football, yoga, forest school and mini sports. Clubs are run on a termly basis and information is provided on how to book them through letters home and on the school website (<http://www.pegasusacademytrust.org/extended-services-and-clubs>). Reception children can join these activities from the Summer term. The range of clubs offered regularly changes so these act as taster sessions to give the children chance to experience a variety of new activities;
- Swimming lessons are mandatory for pupils in Year 4;
- A sports day is held in the Summer term for the Lower and Upper schools, parents are invited to attend;
- The Cypress Cycling Club takes place on one Sunday a month and all families are invited along to join the rides;
- The school and PAT also regularly participate in additional charity events. This year we took part in the Sports Relief mile as well as 'Jeans for Genes' day amongst other activities.

Do the pupils attend school trips?

Regular and relevant external trips are organised per year group. The trips are scheduled in advance and included in the school calendar. These may be theatre trips or trips which tie in with children's thematic work. A letter will be sent out beforehand which will include travel and payment details (via MagicBooking). Every school trip is risk assessed and parent/carer volunteers may be invited to accompany pupils on the trip.

What musical activities take place at the school?

There are class assemblies from each year group where music plays a part.

Musical and instrument lessons are available at the school, such as recorder and violin. Details of how to enrol your children are available at reception but are also advertised in newsletters/letters in bags at the beginning of term. These lessons will be booked through MagicBooking in future.

Children may also do Music for their Enrichment activity on a rotating basis.

At Christmas and in summer term, a Cypress music concert is held at St John's Church on Auckland Road and children who are learning an instrument will have the opportunity to play; ask your music teacher for more information.

What other enrichment opportunities are there?

Each class takes part in a gardening day in the Spring and Summer term, where the pupils can have hands on experience in tending the gardens and looking at plants. The pupils also spend time learning outside in the grounds and woodland areas. On these days the school will notify you that wellies and tracksuit trousers may be required.

Every Wednesday afternoon is 'Enrichment' for Y1 upwards; children take part in a different activity every half term which includes French, Spanish, Art, Sports or Music.

Saplings Library in the Lower school was partly funded by the PTFA and staffed by volunteers so that classes can visit on a weekly basis. Your child will be able to borrow one book at a time for up to 3 weeks. Books must be returned to the classroom on their specified library day. Details of loans will be included on Reading Cloud (<https://www.readingcloud.net/>), a website which supports reading in and out of school, and logins will be provided to you by your teachers.

What is the wraparound care at Cypress?

There is a great in-house Breakfast Club and After School Club which is held in Little Cypress and run by staff members from the school. Wraparound care staff are listed on the website.

The breakfast club is available from 7.30am and after school club is available until 6.00pm. A breakfast or evening meal is provided by the school caterers Harrison.

Pupils who attend these sessions undertake lots of different creative activities within the time, but they also can do homework should they wish. The after school club is split between Upper and Lower school. Parents are able to choose the days that suit, and this can be booked daily via 'MagicBooking' providing flexibility for parents. You can book as far in advance as you like, but you can also book 'ad hoc' as late as 7am on the morning you'd

like your child to attend breakfast club, or up to 12 noon to attend afterschool club. If your child is ill or your plans change and you don't need wraparound care on a particular day, you can also cancel before these cut-off times and you won't be charged.

You can use childcare vouchers or tax free credits to pay for this childcare. You are charged if you are late so do make sure you pick up your children on time.

PAT runs a summer club which takes place in the Summer holidays and, depending on demand, also runs an Easter club. Details of these are sent out nearer the time.

Suzanne Christopher is the point of contact for wraparound care questions; she is the PAT Extended Services Leader and organises after school clubs, holiday activities and special events alongside the administration staff at Cypress. She can be contacted on 020 8684 5704, by text 07504 810956 or by email schristopher@pegasusacademytrust.org.

9. Learning at Cypress

How can I support my child's learning?

When your child starts at Reception, the single most important thing you can do with your child is to read aloud to them. Be very positive when they start to read themselves and don't push it if they are reluctant. There is useful information on how to support your child with learning to read in their reading diary which all students at the school are given. If you have further questions, do ask the class teacher directly.

- The school follows the 'Letters and Sounds' scheme and teaches the children to do cursive writing from Reception onwards - https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/190599/Letters_and_Sounds_-_DFES-00281-2007.pdf;
- You can help your child by showing an interest and perhaps finding other activities to complement their learning at school. Anything you do with them at home will enhance their learning in school. A great way to do this is to look at the photos from the website news stories together and talk about what they've been doing. If you enjoy these stories you can 'like' them by clicking on the heart icon near the title of each story;
- The school and PAT follow the National Curriculum. Further details about the National Curriculum can be found <https://www.gov.uk/education/primary-curriculum-key-stage-1> and <https://www.gov.uk/education/primary-curriculum-key-stage-2>

The PAT website has an overview of the long term curriculum plans for each year group at <http://www.pegasusacademytrust.org/curriculum>. As these understandably may change, teachers also provide termly update newsletters on what the topics / focus will be for the upcoming term and half term. Workshops are sometimes held by school staff for parents, to outline how different subjects are taught, and all parents are encouraged to attend if possible.

- For Key Stage 0, learning is split into Communication, Language and Literacy, Maths, Understanding the World, Expressive Arts and Design and Physical Development and Trips / events
- For Key Stage 1 and 2, learning is split into English, Maths, Science, Thematic and Trips / events

What is the homework like?

During Reception, the homework that parents/ carers are asked to do is support their child through daily reading and weekly spellings. Teachers will provide specific notes on what is required, and you can also see the Trust's updated homework policy at <http://www.pegasusacademytrust.org/media/PAT-Homework-policy-Primary-Feb18.pdf>.

All pupils in the Lower school have access to 'Bug Club' – an online reading library with fun interactive games and rewards. Another online programme, 'Mathletics' is available for the Upper school children to enable them to practice their Maths at home. Logins for these will be provided in the reading diaries; please ask if you have any questions.

Your child is also encouraged to take in work or activities that they may have done outside of school. There is often an opportunity for 'show and tell', especially in Reception. You may also be asked to let your teachers know about WOW moments where your child has achieved something important – but not necessarily academic – it could be riding a bike, learning to swim, or writing a sentence by themselves.

As your child progresses into Year 1, the classroom setting will become more structured, with mornings focused on core learning (maths/phonics/writing) and afternoons for more creative activities, e.g. including outdoor learning or junk modelling.

What happens at parents' evenings?

You can either bring your child or come without them to parents' evenings (depending on childcare availability!) There are two parents' evenings a year, one in autumn and one in

spring term. In the summer term, you will be given your child's report and can make an appointment to see your class teacher if you have any concerns.

At the first parents' evening of the year, your child's teacher will go through their targets with you and you will have chance to ask questions and raise any concerns. Before or after your appointment, you will also have chance to look through your child's books to see the work they have been doing. The books are usually laid out in one classroom with the teacher meetings taking place in another, so you have time to go through without feeling hurried. The appointment is five minutes long, and if you have two children at Cypress, you can ask your teacher to make sure to pick an appointment time that doesn't clash (especially if you have children on both sites!) There are usually a number of slots available on multiple days, but if you can't make any of them please speak to your class teacher to try to organise an alternative.

Moving on between year groups

In the summer term children will get the chance to spend some time in next year's class with their new teacher. Classes are usually confirmed a couple of weeks before the end of the summer term.

We are always looking to improve this guide and our communication, and will be updating this guide on a regular basis. If you have any suggestions for further information to include in the next version then please do email cyp-parentcomms@pegasusacademytrust.org.

Thanks to Laura Good and Nicola Lintern for writing and reviewing the first edition of this guide, and to the Parent Communication Working Group and all the parents who gave us comments and suggestions!