



Millbrook Primary School

School lane, Grove, Oxon, OX12 7LB
Tel: 01253 764822



Nurturing Growth - Inspiring Minds

14th May 2026

Dear Parents and Carers,

We are looking forward to welcoming you and your child to our reception classes (Beavers and Otters). Starting school is a very special milestone, and we hope that both you and your child are feeling excited about the journey ahead.

We have planned several opportunities for you and your child to become familiar with the school environment, meet the staff, and feel confident about starting in September.

1. Parents' Welcome Meeting in the school hall (parents only)

Tuesday 9th June 2026, 6-7pm

- The parents meeting will allow you to meet the team and see the classrooms. We will also provide you with some essential information before your child starts school and this will also be an opportunity for you to ask any questions.

2. Stay and Play Sessions in the Reception Classes (children and parents)

Monday 15th June 2026, 3:30-4:30pm

or

Thursday 25th June 2026, 3:30-4:30pm

- You will be able to sign up for **one** of these sessions at the Welcome Meeting. These sessions give your child the opportunity to explore the classrooms, spend time in the outdoor learning area and meet the Reception staff.

3. Transition morning for all Reception children (children only)

Thursday 9th July 2026 9:15am-11:15am

- This session will give the children the opportunity to meet all the other reception children and familiarise themselves more with the staff and learning spaces.

Children who attend Millbrook nursery on this day will be taken to the Reception classes for the start of the session and will be collected at 11:15am by the Nursery Team and return to Nursery

Head of School: Faye Charlton
Executive Head Teacher: Steven Rose
Email: officemb@mbk.cambrianlt.org
Web: www.millbrookschool.org.uk





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Starting School - Transition Arrangements

To support your child's start at school, **all children** will have a **staggered start** during the first week. This allows them time to become familiar with the new environment and staff before attending full-time in the second week.

To make the transition as smooth as possible, each class will be divided into two groups. Children will attend either a **morning** or **afternoon** session and will initially start on a part-time basis. This gradual approach helps to build up their time in school and ensures that they feel comfortable, confident, and settled.

You will be informed at the Welcome Meeting whether your child will attend the morning or afternoon sessions.

Date	Timings
Monday 31 st August	Bank Holiday (school closed)
Tuesday 1 st September	INSET DAY (staff only)
Wednesday 2 nd September	INSET DAY (staff only)
Thursday 3 rd September	8:45am-10:45am or 1-3pm
Friday 4 th September	8:45am-10:45am or 1-3pm
Monday 7th September	
	Full Time Start From Monday 7 th September, all children will attend school for their first full day: 8:35am – 3:00pm
Wraparound Care **Children can attend breakfast and after school club (Mini Kids) from 7 th September** Breakfast Club 7:30am Mini Kids 3-6pm If you would like to book a place, please contact: Nic Packard nursery@mbk.cambrianlt.org	School Meals School dinners will be available for all children from this date (Monday 7 th) and are free of charge . Meals must be booked in advance via your child's MCAS account .

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Summer Holiday Club

We will be sharing further information about our Holiday Club provision at the Welcome Meeting. However, if you would like to arrange this in advance, please contact Nic Packard, our Nursery Administrator, who will be more than happy to help.

nursery@mbk.cambrianlt.org

Children joining Millbrook in Reception from September 2026 are welcome to attend the Summer Holiday Club. The club is open to children aged **3-6 years** (Nursery, Reception and Year 1).

The club is run by our Nursery staff and operates from:

8:30am – 4:30pm

We look forward to meeting you on the 9th June at 6pm.

Kind Regards,

Faye Charlton
Head of School