4th December, 2015

Dear Parents,

Prep 2016 at Sunbury West

We are looking forward to the children beginning Prep in 2016 and many arrangements have been made for their easy transition to school. Our Orientation program was very successful with many children attending and already seeming to be very relaxed and happy to be at school.

The program for starting Prep in 2016 is as follows:

- Bookpack Sales – **Wednesday 27th January** at the Office. You can label the children’s books and folders. You don’t need to label the glue sticks, pencils, crayons or textas.
- Interviews and assessments – **Thursday 28th & Friday 29th January**. Please book a session for your child by making a booking online. (Information included) The session will be for one hour and we will have two children attend with each teacher at a time. If you don’t have internet access, or need help with using the booking program please call the office -9740 8666 - before December 18th, for Pina or Jane to make a booking for you.

The Prep children begin on **MONDAY 1st February at 9.00am**. Miss Skinner’s class will be in room 8 and Mrs Duckworth’s class will be in room 9. The children will attend full time from their first day - 9.00am to 3.30pm. You are welcome to walk in with them on the first day to settle them in. At the end of the day we will bring the children outside to meet their parents.

On the first day the children will need their **book pack, hat, drink bottle with water, art smock, library bag, snack, drink and lunch**.

Over the holidays talk with your child about what they might like to eat for their lunch and show them which food is for snack and lunch. Please make sure that lunch boxes, food containers, drink bottles, hat and uniform are all labelled clearly with your child’s name.

Looking forward to working with your child in 2016.

Regards

Lauren and Claire