COPTHORNE
PREPARATORY SCHOOL

Nursery/Reception entry for younger siblings

Dear Parents

We are delighted that both our Nursery and entry directly into Reception are becoming increasingly popular in the local area and we are already extremely busy for the 2018/19 academic year and beyond.

We are obviously keen to ensure that current Copthorne parents are prioritised in the admissions process. To this end, it is vitally important that any younger siblings are registered with us for entry as soon as possible, particularly if joining us into the Nursery or Reception, so that we can ensure a place will be available for them. As a guide, we would ask that you make contact with our Registrar, Kathryn Billingham-West (headspa@copthorneprep.co.uk), to obtain the necessary forms for registration by the time your child reaches six months of age. **Please do not make the assumption that we will automatically reserve a place for a younger sibling. They must be formally registered!**

Any parent who would like a refresher tour of the Nursery and/or our Pre-Prep is very welcome to make an appointment to meet with either myself or Mrs Swadling.

Chris Jones
Headmaster