October 2022

Dear Parents

**Broomley First School Open Evening – Tuesday 1st November from 4.00-5.00pm**

**Reception Parents - Intake September 2023**

Broomley First School is holding an open evening for parents of children due to start in Reception class in September 2023.

This will be an informal event and will be a chance for parents to come into school to have a look around and to visit the Reception classroom and Early Years areas. Our Reception team will be available for parents to chat to and ask any questions they may have. Tea / coffee and biscuits will also be provided.

Entrance to the open evening will be via the main school door and the event will begin with a look around the school. Parents will then head to the hall where refreshments will be available before being invited to enter the Early Years area to look around the classroom and chat to staff.

If you would like to come along to the open evening, we would be grateful if you could email the school office on [admin@broomley.northumberland.sch.uk](mailto:admin@broomley.northumberland.sch.uk) to let us know just so we have an idea of how many parents to expect.

This event is designed for parents so where possible, we would ask that children do not accompany you. However if this causes you any problems, please let us know.

Applications for Reception places are made through Northumberland County Council’s on-line portal which will open on 1st November 2022. More detailed information on the application process can be found on the Northumberland County Council website - [NCC School Admissions](https://www.northumberland.gov.uk/Education/Schools/School-admissions-places-appeals-1.aspx).

For more information on our school’s admission policy, please follow the link below:

<https://www.broomley.northumberland.sch.uk/web/admissions_policy/100694>

The deadline for application submissions is **15th** **January 2023.** Allocated places will be confirmed on **17th April 2023**.

We very much hope you will choose Broomley First School and look forward to welcoming you at Broomley on Tuesday 1st November.

Yours faithfully

Ms Amy Shepherd

Reception Class Teacher