

The Round House Primary Academy

Part of The Diamond Learning Partnership Trust
Established in the Queen's Jubilee year 2012

School Drive, St Neots, Cambridgeshire, PE19 6AW
Tel: 01480 479890 email: office@roundhouse.cambs.sch.uk

CEO: Mr Jonathan Lewis
Headteacher: Mrs Holly Bates BEd NPQH

5th February 2026

Dear Parents and Carers,

We are looking forward to being able to open our Pre-school and welcome parents and carers into the setting.

There are two dates available to sign up to visit Pre-school. Please choose either **Tuesday 3rd March** or **Tuesday 10th March**.

At the end of the Pre-school day, we will re-open the gate and doors to welcome you into Pre-school between 3.30pm and 4.00pm. Please note that the gate will be locked at 3.35pm. If you arrive after this time, we kindly ask that you come around to the main door and ring the doorbell to be let into Pre-school.

There will be two sign-up sheets (one for each date) available at drop-off and collection throughout the week commencing Monday 9th February. We kindly ask that you sign up to **one date only**, including your child's name and whether one or two adults will be attending (maximum of two adults per child), so that we know who will be attending and when. This will help us to manage numbers, as spaces on each day are limited.

If you do not usually drop off or collect your child, please upload an observation onto Tapestry and we will add your name to the sign-up sheet for you.

Children are welcome to attend; however, please note that they will remain the responsibility of their parent or carer during this time. If you bring a pushchair, we kindly ask that it is left outside the gate.

These sessions will provide an opportunity to familiarise yourselves with the Pre-school environment and to meet some of the Pre-school assistants working with your children, if you have not already done so.

As always, staff are available to talk to. Any queries or concerns can be uploaded onto Tapestry, sent via email, or discussed with a member of staff at the gate during drop-off or collection.

If you have any questions or require further information, please do not hesitate to contact us via Tapestry or email, or speak to a member of staff at the gate (our preferred option).

Thank you for your continued support.

Yours sincerely,



Mrs Holly Bates

Headteacher

On behalf of The Round House Primary Academy (part of TDLPT)

The Diamond Learning Partnership Trust is a company registered in England and Wales.

Registered Company Number: 8062508. Registered Office: Andrew Road, Eynesbury, St Neots, Cambs. PE19 2QE