



Totley Primary School

Sunnyvale Road, Totley, Sheffield, S174FB
Tel: 0114 2364482

enquiries@totley.sheffield.sch.uk
Website: www.totley.sheffield.sch.uk



Headteacher: Ben Paxman BA (Hons) PGCE
Assistant Headteacher: Mr M Barnes, LLB, PGCE
Assistant Headteacher: Mrs C Corrin, BSc (Hons), PGCE
Assistant Headteacher: Mr C Atkinson, BA (Hons)

Thursday, 11th October, 2018

Dear parents and carers,

On Friday 19th October, we will be holding a special day in school as we celebrate the official opening of our beautiful expanded building. During the day, various special events will take place to mark the occasion – please see the timetable below for further information:

| | |
|---|---|
| 9.15am | Children’s author Kathryn White will lead a special assembly to promote reading and celebrate the opening of our new library. She will then run author workshops throughout the day as all children have the opportunity to visit the library for the first time. |
| Parent tours starting at... 10.15 / 10.30 / 10.45 / 11.00 / 11.15am | Parents and carers will be invited into school to be shown round our fantastic new learning spaces by our team of Y6 tour guides. |
| 1.30 – 2.30pm | Governors, Local Authority staff, Mercia Learning Trust representatives and other members of our wider school community who have been directly involved in the project will have the opportunity to tour the school. |
| 2.30pm | All children and staff will gather on the Junior yard, for an official ribbon cutting and an opportunity to thank the construction team. There may even be a song! The Engie press team will take photographs. |

If you would like to join us for a tour around the school in the morning of the 19th Oct, there are two ways in which you can sign up:

- 1) Email enquiries@totley.sheffield.sch.uk
- 2) Return the slip below, indicating your preferred time

On the day you will need to arrive 5 minutes before your tour is due to begin, sign in at the reception desk and wait in the dining room for your tour guides to collect you!

I am sure that the day will be memorable and a fitting conclusion to all the hard work which has taken place over the past couple of years to deliver our amazing new facilities. Thank you for all your support!

Yours sincerely,

Ben Paxman



Parent/Carer Tour of Expanded School Reply Slip

Name _____

Name of child _____ in Year _____

I will be attending a parent tour on the morning of Friday 19th October.

My preferred time slot is (please tick)

10.15am

10.30am

10.45am

11.00am

11.15am

On the day you will need to arrive 5 minutes before your tour is due to begin, sign in at the reception desk and wait in the dining room for your tour guides to collect you!

Thank you.

