



Monday 15th June 2020

Dear Parent/Carer,

My name is Tom Herbert, Site and Systems Manager at Chepstow School. We are delighted that your son/daughter will be joining us in September and will begin the next phase of education. Whilst the climate is a little uncertain at present, we want you to be reassured that significant planning is underway to ensure that despite current circumstances, your child's transition remains our absolute priority.

Now is the time that we would normally be sending out our standard admission form for you to complete, which allows us to capture the information that we are required to collect about you and your child. Under normal circumstances, we would do this by sending forms to your primary school, however as that is not currently possible we have set up a secure online form, which will replace our usual admission forms during this period.

Please access this form from the dedicated Transition page on our school website - <https://www.chepstowschool.net/en/transition>

Should you have any issue with accessing this form, please do not hesitate to contact me on the details below.

Yours sincerely

Mr Tom Herbert
Site & Systems Manager