



**Address:** Mossley Avenue, Liverpool, L18 1JB  
**Tel:** 0151 522 5748

**Email:** [greenbank-ao@greenbank.liverpool.sch.uk](mailto:greenbank-ao@greenbank.liverpool.sch.uk)  
**Website:** [www.greenbank-primary.co.uk](http://www.greenbank-primary.co.uk)

**Headteacher:** Mrs D Wrigley

Friday 1<sup>st</sup> May 2026

Dear Parents/Carers,

Congratulations and welcome to Greenbank Primary School. You are receiving this letter because your child has been allocated a place at our school and will begin their journey with us by starting in Reception this September.

We hope this will be the start of many happy years of partnership with you as a family.

You probably have lots of questions about what happens when your child begins school and therefore we will be holding a face-to-face meeting for parents/carers to officially welcome you, explain more about the process of starting school and introduce you to our Head Teacher, Mrs Wrigley; our Head of Early Years Miss Gerard and our Early Years team. During this meeting, we will tell you everything you need to know about your child's start to our school, give you an opportunity to ask questions and give you a tour of the Early Years classrooms and outdoor learning space.

This meeting will be held on **Thursday 21<sup>st</sup> May 2026 at 4.00pm** Please come to the main entrance where members of staff will welcome you and show you to the main school hall.

At the meeting, we will also explain more about the transition process and give you the dates and times on which your child will be attending their Stay and Play sessions. These sessions give your child/ren an opportunity to explore our indoor and outdoor classroom environments, meet their teacher and meet some of their new classmates.

We very much look forward to seeing you at the meeting, whether that be meeting you for the first time or seeing the familiar faces of our Nursery parents and carers.

Yours sincerely,

*Miss G Gerard*  
Head of Early Years

