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17 January 2017

Dear Parent/Carer

### **Relocation of Handsworth Pre-school**

You may have already heard that Handsworth Pre-school may be relocating from the United Reformed Church, Malvern Avenue. Therefore, I felt that it was necessary to inform you of the next steps for the Pre-School in the light of questions about our future.

Whilst we have worked closely with the United Reformed Church here at Malvern Avenue for over ten years, we have decided that we needed to take action to secure the future of the Pre-School. We have therefore taken the decision to move the Pre-School to a new venue. We are delighted to tell you that we will be relocating to the Colville Hall, Highams Park Baptist Church on Cavendish Road.

We are currently working with the Baptist Church, the Local Authority and with OFSTED to complete the steps we need to take to confirm the change of venue. Our intention is to move by or before the end of this academic year.

I would also like to inform you that from the start of the new academic year, September 2017 the Pre-school will be changing its sessions to Monday, Tuesday, Wednesday, Thursday and Friday mornings (we will no longer offer a Wednesday afternoon session). The times of opening will remain the same, 9.00 am to 12.00 pm.

We are really excited about the prospect of our move and the potential offered by our new home. If you do have any questions or comments, please feel free to contact me either by email or on the mobile number above.

With regards.

Ruth Mattison  
Administrator

Registered Charity:  
1023514