



12 September 2017

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Head Teacher: **Ms V Sengupta**

BA Hons, PGCE, NPGH

Dear Parents/Carers of Reception class children,

Firstly I would like to say how well your children have settled into primary school; they have really embraced all of the changes that they are experiencing in their first weeks of school life. Thank you for supporting them and the school so far. We recognise that the last week has been slightly different with the morning and afternoon routine; we really appreciate your patience whilst we have been working hard to ensure that the new Foundation Stage area is safe and ready to use.

From tomorrow **Wednesday 13<sup>th</sup> September** we would like to start getting the children into a normal routine in the mornings and at the end of the day, so please drop your children off at either the Harlington Road side entrance or the Church Road side entrance. The doors will be open from 8.40am, and a staff member from the reception team will be present to support the children as they make their way to the classrooms and greet the children at the classroom doors. You will be surprised how quickly the children adapt to this.

At the end of the day parents and carers may now enter the Foundation Stage playground ready to collect the children after their busy day at school. There is a new entrance gate to the side of the new building within the key stage 1 playground, or alternatively you may also enter via the gate near to Spiders' classroom.

Please stand back from the classroom doors and wait for your child to be dismissed; staff will only release the children once they have seen an adult who is collecting them. While the staff are still getting to know all of the families please do make yourself known to the staff so that no children are left. We really appreciate your support with this.

From this week all Reception children will start having their PE lessons with Coach Jack every Wednesday, so please ensure that your child has their PE kit in school from tomorrow and that all items are clearly named.

General reminders:

- Outdoor PE Kit; tracksuit and trainers (no plimsolls outside).
- No earrings.
- Please ensure everything is labelled!
- Your children are working hard and get very thirsty! Please send a labelled water bottle into school daily.
- In this colder weather, please make sure your child has a coat with them every day.
- PE lessons are always on a Wednesday

If you have any questions, then please do not hesitate to speak to a member of the reception staff team.

Yours sincerely

Mrs B McKenzie  
Headteacher

