



Newsletter No.1

Tuesday 5th September 2017

Dear Parents and Carers,

Firstly, I would like to extend a very warm welcome to all of our new pupils and their families to our school community.

We also welcome several new members of staff to the school. Mrs Gibbs will be teaching Sycamore class and Miss Sutton will be teaching Birch Class. Mrs Raj joins us as a learning support assistant and Mrs Newman joins us as a catering assistant.

It's been a busy summer with improvements made to various areas of the school building and grounds with a particular focus on the development of the Chestnut class outdoor area.

We are already planning a very exciting year and look forward to sharing some of our plans with you in due course!

COMMUNICATION

Don't forget you can receive our tweets by following [@westhorndonprim](https://twitter.com/westhorndonprim) on [Twitter](https://twitter.com/westhorndonprim).

We also hope to get 100% of parents signed up to Class Dojo. This provides a great way to share news and information with you about the learning in your child's class. We will be trialing some new features this term including notifications of lateness, missing school equipment or uniform and minor accidents in school.

We will continue to use our website as our main hub for information. On Friday we will send details of the clubs on offer this term and we will update the website calendar with key events for the year.

We have sent this newsletter by hard copy and eSchools. eSchools is by far our preferred method of communicating with you. This saves us money, which we can better spend on resources to support your child's learning. Please contact Mrs. Curtis in the school office **if you require a hard copy of letters in future.**

ACHIEVEMENT ASSEMBLY

Each Thursday we hold our special Achievements Assembly. It is our way of valuing the varied sporting, artistic and other achievements of our pupils outside school. If, for example, your child wins a trophy they can hand it into the office and we will share it with the whole school in assembly.

LOOKING FORWARD

It's hard to follow such an exciting summer term, but we already have some exciting events planned! The first few dates for your diary are:

- Monday 11th September 6.30pm – New Reception Parents Information Session
- Wednesday 13th September 6.30pm – Ironbridge Visit Parents Meeting
- Tuesday 19th September 3.30pm – Year R & Year 1 Parents phonics and reading information session
- Thursday 21st September 5pm-6.30pm – Years 1-6 Back to School Disco
- Tuesday 26th September –Batman Day – come to school dressed as your favourite super hero!

REQUESTS FOR ABSENCE

I would like to remind parents that following DFE guidelines I am no longer able to authorise family holidays or absence from school unless there are 'exceptional circumstances'. In any case no absence will be authorised for more than 5 days in any academic year. The expectation is that pupils attend school every day.

If you apply for absence under exceptional circumstances then this must be made in writing to the headteacher **BEFORE** any travel arrangements are booked. The school will be proactively seeking penalty notices for absence taken without authorisation.



Please note that due to some of our pupils having severe nut allergies no nuts or nut based products should be brought into school for lunch or snacks.

On behalf of all of the staff, we look forward to working in partnership with you this year.

Yours sincerely

Matt O'Grady, Headteacher

West Horndon Primary School
Thorndon Avenue, West Horndon,
Brentwood, Essex CM13 3TR

Telephone: 01277 811 741
Email: admin@westhorndon.essex.sch.uk
www.westhorndon.essex.sch.uk
Headteacher: Mr M J O Grady