



HERITAGE PARK PRIMARY SCHOOL

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Park Farm
Peterborough
PE2 8XA

Headteacher:
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1 September 2023

Dear Parent/Carer,

Welcome back

We hope you have all managed to have an enjoyable summer. We are delighted to be able to welcome back all of our pupils and welcome our new to reception class.

Parent/school communication

We have many exciting learning opportunities planned for the children this term and look forward to sharing these with you via our school website. We will be making more use of our school website for parent communication now that Really School are no longer offering their service to Peterborough schools. We will continue to share our half-termly curriculum overviews via our school website and will notify you of this, via email.

If you have any questions or queries, regarding your child, please email your child's classteacher in the first instance, via the school office email: office@heritagepark.peterborough.sch.uk.

Please do not directly email teachers via their email accounts. The office will ensure that any correspondence you send is forwarded to the appropriate staff member.

We kindly ask that wherever possible, emails are sent before 6pm. The exception to this being, reporting absence or an immediate safeguarding concern.

Many of the planned events are already available on the school website but a separate letter will follow soon with upcoming dates for your diaries.

Attendance/Punctuality

This year, we are keen to continue improving our attendance rate and therefore encourage all parents to ensure that holidays etc, are taken outside of term time, wherever possible. Term time holidays will not be authorised, unless there are exceptional circumstances. Penalty notices will be issued for any unauthorised absences.

Term dates for this academic year and the following year are available on our school website.



Drop offs for all children will continue to be from the relevant playground gate. Parents are still welcome to come on to school site to collect at 3:20pm. Please ensure that you are available at this time to collect your child promptly. Children who are collected late (after 3:25pm), will be taken to the school office where you will be asked to sign a late collection form.

No children are permitted to go on the climbing frame, field or trim trail before or after school.

Children will need to arrive at school promptly and the doors will open at 8:45am. Children arriving at school after 8:45am must be accompanied by an adult to the school office to complete a form explaining the reason for their late arrival.

Children in Year 5 and 6 are able to walk home alone as long as the relevant form has been submitted to the school office. Staff will not be able to release children without this being signed.

If your child attends a club after school, please ensure you collect your child promptly as any more than three late collections, will result in your child's place being withdrawn.

Please note: New to Reception children will follow the induction timetable provided previously, to help them settle in. In the first week, we kindly ask parents to arrive for 9:00am and collect before lunchtime, at 12:00pm.

Medication

If your child has an inhaler or adrenaline pen in school, it is parents' responsibility to ensure this is provided and that it is in date. Please liaise with your child's teacher and send in new medication, as required. For any other medications, please refer to our 'Managing Medications' policy on our school website to access the parental agreement form for administering medication in school.

Uniform

Please ensure all of your child's possessions are named, including coats, bags, gloves, scarves and all school uniform. This helps us to reunite any lost property with its owner.

Snacks

Reception and Key Stage 1 will continue to receive free fruit daily, although parents are welcome to send in their own piece of fruit if they wish to. Key Stage 2 children are also welcome to bring in fruit for their snack but please do not send in any items such as cereal bars. We have children in school who are allergic to nuts and sesame seeds, so please avoid sending in any foods containing these products.

Water bottles

Children will need to bring in a named water bottle to school each day which they can refill, if required. We had a significant number of children last year, who did not bring in a water bottle and are keen to improve this in year ahead.

Free School Meals

If your financial circumstances have changes and you wish to find out if you are eligible to claim for free school meals, please contact the school office, who can give you further information.

PE

A gentle reminder that children will be unable to participate in a PE lesson if they are wearing earrings. On PE days, they can come to school in their PE kit. Children attending sports clubs after school, will need to change into their PE kit after school. Further information about all clubs will be sent out early next week.

With effect from Monday 4 September, the days your child will have PE lessons are shown below:

Monday	Tuesday	Wednesday	Thursday	Friday
	Year 1	Reception	Year 6	Year 2
	Year 2	Year 1		Year 4
	Year 4	Year 3		Year 3 and Year 5 swimming will commence w/c 11 th September.
	Year 6	Year 5		

Reading books and diaries

We strongly encourage parents to fill in their children's reading diaries throughout the week, in order to support communication between home and school with regards their child's reading progress. Children in Reception and Key Stage One will bring home decodable reading books on Tuesdays and Thursdays. Children in Key Stage Two will be taking their STAR reader test this week to ensure their book levels are appropriately pitched (apart from Year 3 who will start this after half term).

Homework

Children will continue to receive homework on a weekly basis in accordance with our homework policy which is available on our school website.

Safety around the school site

You may have seen recent news reports on the closure of some schools due to issues with the type of concrete. I would like to reassure you at this time, that this does not impact our school.

We politely ask that parents are considerate in their parking when dropping off and collecting from school. Please avoid parking on double yellow lines, in the nursery car park or blocking any entrances, including the electronic car park gates. Please note, these electronic gates should not be used for pedestrian access, due to health and safety reasons.

Children arriving on bikes and scooters must dismount prior to entering the main school gates (near the office). They must not ride bikes or scooters out of school either and must wait until they are off school site.

No dogs are permitted on school site without a completed risk assessment.

Thank you for your continued support.

Kind regards

Miss K Bell
Headteacher