

BROOMWOOD PRIMARY SCHOOL



Headteacher:
Dr. Louise Owen B. Ed. M.A. Ed. NPQH
Tel No: (0161) 912 5609
Fax No: (0161) 980 7133
E-mail: broomwood.admin@trafford.gov.uk

Mainwood Road
Timperley
Cheshire
WA15 7JU

Website: www.broomwoodprimary.co.uk

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03/09/24

Dear Parents/Carers,

I hope that you have had a wonderful summer break. We are excited to have the children back in school and hope that they will settle into their new classes quickly. I just want to give you a few reminders for the start of term.

School start time

To fulfil the statutory number of school hours, our school day starts at **8.40**. Children from reception to year 6 will be collected by their class teacher at this time. The school gate is open from 8.30 so please ensure that you are on time. The school gate will now close at **8.55**. If the gate is closed, you will need to come via the main school office and sign in. Your child will be given a late mark at this point.

Dropping off

Apart from those children in reception, all other children are expected to stand in their class line independently. We would therefore ask parents to exit the school playground in the morning as soon as you have dropped off. This is really important to encourage greater independence with your child. If your child does struggle, please drop off closer to 8.40 so that they don't have long to wait before going into class.

Picking up

The school gate will be open by 3.10. Children will come out with their class teacher and will be dismissed once a parent/carer is seen. Children in year 5 and year 6 are able to walk to and from school independently. We will require your signature for this to happen so please ensure you complete the form that has already been sent out.

Homework

Children will start to receive homework from Tuesday 24th September. This will continue to be put onto see-saw. Please ask the class teacher if you do not have a log in for your child.

What children need:

Please ensure that your child comes prepared with everything that they need in the morning and try and avoid dropping things off at a later point as this makes things more difficult for the office staff.

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- Please ensure that your child has a water bottle that they bring into school daily. This can be filled with water or sugar free juice.
- Children need their PE kits in- this is a school requirement that all children have one. This is so that the children can carry out PE in a safe manner and for hygiene reasons. We would recommend that children in year 5 and year 6 bring deodorant with them. Your child will have two sessions of PE each week, but it is better to have the PE kit in all of the time and then take home at the weekend to wash.
- Please ensure that the children have the correct uniform. We have tried to make our school uniform as cheap as possible. **We expect** all children to have jumper or cardigan with the school logo on. Our preference would be that children have a yellow polo shirt with the school logo on also; however a yellow polo shirt is acceptable. Children should be in grey trousers or a skirt and **black** shoes. The shoes can be trainers as long as they are predominantly black.
- Children's earrings need to be covered up. Children are able to wear small studs but they must come into school with them covered.

Parents' evening

Parents' evening will be in person on either Wednesday 9th or Thursday 10th October. More information will be sent out nearer the time.

Concerns

If you have any concerns about your child, please contact the class teacher first. You can always catch them at the **end** of the school day or call the office and request that the teacher calls you back. If you have any concerns regarding specific learning needs, please ask for a meeting with our SENDCO, Mrs Cunliffe. If you have any other concerns, that haven't been resolved by the class teacher, you are able to make an appointment with- Mr Bridge (Assistant Headteacher), Mrs McCarthy (Deputy Headteacher) or Dr. Owen (Headteacher)- please understand that sometimes we may not be able to do this meeting on the same day. There will always be a member of the senior leadership team on the gate in the morning that you can also speak to.

Many thanks

Dr. Louise Owen