



*An Ashmole Academy Trust School*

Head Teacher: **Mr Chris Tofallis**

4<sup>th</sup> September 2019

Dear Parents and Carers

**Welcome back to the new academic year at Ashmole Primary School**

I hope you have all had a restful summer. I would like to welcome back all our pupils in Year 1, Year 2 and Year 3 this September and we look forward to seeing our new Reception cohort from 11<sup>th</sup> September with their staggered entry to school. Our value for the month of September is 'Responsibility'.

Our Breakfast Club continues to run from 7.45am until 8.50am and is held in the Community Room and School Hall. Our After School Club finishes at 5.45pm and will be based in the Community Room, Hall and classrooms.

I am very grateful to all the children and parents who chose to walk, scooter or cycle to school last year and really supported our initiatives to encourage environmentally friendly transport. We would greatly appreciate this again this year and we will be promoting walk to school badges and taking part in cycling and scootering initiatives again this year. We are still awaiting Barnet Highways to complete the road markings outside the school, which is a shame as we were promised this over the summer holidays. Rest assured we will follow this up and aim to press the Highways department to complete this work as soon as possible.

If there is the need to drive to school, we kindly ask that nobody parks near the school gates or where the zigzag lines will be placed along the school gates. This is vital to ensure safety for everyone. It is vital that nobody parks outside the school gate or blocks a neighbour's drive. We kindly ask everyone to always respect this.

School always starts at 8.50am for all pupils and finishes at 3.15pm for pupils in Reception, Year 1 and Year 2. Pupils in Year 3 will finish at 3.25pm allowing them to complete the KS2 curriculum and to help stagger home times. Pupils in Year 1 and Year 2 should line up by their labelled class door by the class windows where the staff will be waiting for them. Parents will pick the children up from this point as well at 3.15pm. Year 3 should line up in the playground near the library doors where the teachers will escort the children upstairs to their new classrooms. That will also be the collection point at 3.25pm for parents.

Our new Reception parents and pupils will need to walk through the pedestrian entrance and then walk down the plaza past the school offices towards the two Reception classrooms. The children should line up by the wooden gate and then the teachers will come out and collect the children. This will also be the pick-up point for the parents on home time.

Our temporary Caretaker Mrs McDowell, staff and myself will all be visible to help guide parents each day. Please be reminded the staff will take responsibility for the children from 8.50am each day on handover, so please ensure the children are supervised in the playground before this handover takes place – thank you. Children should not use the outdoor Climbing Frames before 8.50am or after 3.15pm – thank you. If you need anything from the school office or welfare area, please see Mrs Andrews, Mrs Mittins or Mrs Chown who are based in the School Office.

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Children in Reception, Year 1 and Year 2 are entitled to free lunch meals. However, if you would like your child in Year 3 to have school meal there is now a charge of £2.55 that needs to be logged on ParentPay in advance of meals taken. Please see Mrs Andrews or Mrs Mittins if you have any questions regarding school meals for Y3 children. We also welcome Mrs Hawkes who will be working in the school kitchen along with Chef Ellie and Miss Hunt.

There will be various new clubs and lettings throughout the year. When we commence our clubs, parents will always pick up their children from the holding area, which will be outside by the Hall or the Bicycle shelters.

Thank you very much to Mrs Wishart and Ms Wilson for organising some fantastic playground markings for our children over the summer holidays. We are all very grateful. If anyone is interested in volunteering at our Primary School please see the school office and we will complete all necessary DBS checks. We are also currently advertising for a new Caretaker this month along with additional cleaners.

We look forward to seeing you all again and we know that all the children will have a very exciting year ahead!

Yours faithfully

Mr C Tofallis  
Head Teacher