

Dear Parents and Carers,

Re: September Arrangements

Term will start for all pupils in Year 1 to Year 6 on **Monday 5th September 2022**. Nursery and Reception pupils will receive individual September start dates/times by separate letter.

Start of the day: Arrival Times and Locations

All children will be dropped off at the designated gate or entrance. We will also send a separate attachment with pictures of the entrances to help. As always our staff will be positioned at entrance points to help children make their way into school safely.

	Time	Entrance gate
AM Nursery	8.50am	Nursery entrance
PM Nursery	12.00pm	Nursery entrance
Reception	8.50am	Reception entrance/Front gate
Year 1	8.45am	Front gate/stairs
Year 2	8.40am	Front gate/stairs
Year 3	8.45am	Bottom car park gate
Year 4	8.40am	Bottom car park gate
Year 5	8.35am	Front gate/stairs
Year 6	8.35am	Bottom Car Park gate

Our gates are open every day from 8.35 am, it is important that all pupils arrive on time and attend school every day so that they do not miss out on learning. ALL children must be in school by 8.50am To make sure they start the day with their peers and do not miss out on any important start of day notices or activities.

End of the school day: Pick Up Times and Locations

All children must be collected at 3pm in the location below:

Year:	Pick Up Time:	Pick Up Location:
AM Nursery	11.50am	Nursery Playground
PM Nursery	3.00pm	Nursery Playground
Reception	3.00pm	Reception Garden
Year 1		KS1 Playground
Year 2		KS1 Playground
Year 3		KS2 Playground
Year 4		KS2 Playground
Year 5		Football Pitch
Year 6		Year 6 Huts <i>(We encourage Year 6 pupils to walk home or arrange to be collected at the front gate)</i>

Late Collection

Our late collection charges remain in place, a separate letter will be sent containing more detail about these processes.

- Children who are not picked up on time will be taken to the Late Collection Room on site where they will be supervised by school support staff.
- If it is the *first* occasion of late collection and the parent/carer has notified the school in advance then no charge will be made for the supervision of the child on this occasion
- If there are any further incidents of late collections there will be a charge of £10 per pupil per late collection

Breakfast club and Afterschool club

Our Breakfast and Afterschool club provision will start on Monday 5th September. If you would like to request a place for your child please email all enquires to finance@heathland.harrow.sch.uk

We do require a termly commitment, with the child/ren attending for a minimum of 3 days a week. Please book as early as possible to avoid disappointment. Fees are payable in advance, via ParentPay once the booking is confirmed. Please note that the booking is not confirmed and your child will not be able to attend until payment has been received.

Equipment

- All pupils are provided with equipment to use in school.
- Parents and carers are welcome to provide their children with their own labelled pencil case and equipment.
- Pupils must not bring equipment to school that is not required in school such as toys or valuable items
- Pupils will need a named water bottle that they bring to school and take home each day.

PE Lessons

- Pupils are required to come to school wearing their PE kits on the days they have PE.
- Please follow [this link](#) for the required PE Kit
- All pupils will be informed of their PE days during the first week back to school.

Uniform

It is important that pupils feel fully part of the Heathland community, they are smart and ready to learn. We ask that pupils only wear items on the uniform list.

- Uniform information for is available by [clicking here](#). Please ensure that all items are clearly labelled so that they can be returned if lost.

- We sell ties in school. To purchase a tie from school you will need to contact the office who will add this to your ParentPay account and then deliver the tie to your child in school.

School Site and School Office

- The school office is open to visitors and parents and if you wish to contact us you can also do so via email or phone.
- A reminder that the car park will not be open for any cars or other vehicles during school opening hours unless the school have given prior permission – please park in the surrounding roads being considerate of our neighbours when doing so
- Please make sure the office has your up to date contact details in case we need to contact you in an emergency

Phone Number: 020 8422 4503

Email: office@heathland.harrow.sch.uk

Illness or Absence

- If your child is unwell or unable to attend school you must report this as soon as possible in the usual way to the main office.

If you have any further questions regarding the guidance in this letter then please do not hesitate to contact the school office.

We thank you once again for your positivity and support and look forward to welcoming you and your children back to Heathland School in September.

Yours sincerely,



Miss F R Hopkins
Headteacher