

Friday 5th September 2025



## **Newsletter 1 - September 2025**

### **Back to School Update**

Dear Parents and Carers,

Welcome back to school! I hope you had a restful and enjoyable summer and appreciated the break from the usual school routines.

This September marks a special milestone for me - my **thirtieth** at Black Horse Hill Infant School. It has been an absolute privilege to work at our school for so many years. Despite the time that's passed, I still feel that same sense of excitement and anticipation at the start of each new academic year. A particularly lovely (and slightly surreal!) experience has been seeing former pupils return to the school as parents of new students. It's a true reminder of how special our school community is even if it does make me feel old!

To all the new families joining us this year: a very warm welcome to you. We're delighted to have you as part of the Black Horse Hill Infant School family and are confident you'll quickly feel at home within our friendly school community. We're looking forward to working in close partnership with you over the year ahead. Like you, we want the very best for every child at our school.

If you ever have any concerns about your child, please don't hesitate to get in touch. The best time to speak to your child's teacher is at the end of the school day once all pupils have been dismissed. Alternatively, you're welcome to contact the school office by phone or email to arrange an appointment.

By working together, I'm confident we'll make this another happy and successful year for all of our children.

### **Curriculum Evenings**

At Black Horse Hill Infants we think that it is really important for our parents and carers to understand our school curriculum so that they can support their child at home. At the meeting we will share some key information about how we approach many aspects of learning. It really is too important to miss, so please clear your diary, come and meet your child's new teacher and find out what your child will be learning throughout the year.

- Tuesday 16<sup>th</sup> September @ 5pm Foundation 2 Curriculum Evening
- Thursday 18th September @ 5pm Year 1 Curriculum Evening
- Tuesday 23rd September @ 5pm Year 2 Curriculum Evening

### **School Start and Finish Times**

Here is a reminder of school opening and closing times. Doors open **for all classes at 8.40am** (except F1 which is 8.45am). The doors will remain open until **8.50am** and then the doors will be closed. Registers will be taken at 8.55am and any child arriving after 9am will be marked as late (L) in the register. In line with recommendations from the Department for Education (DfE), registers will close at 9.15 a.m. If children arrive after this time, they will be recorded as having arrived after closure of registers (code U). This counts as an unauthorised absence for that session. If children are late on ten or more occasions then a Fixed Penalty Notice may be issued.

Please ring the school office if your child is going to be late and our office staff will arrange for your child's entrance door to be opened. Late children should not access school via the school office.

Keeping children in our school safe is of paramount importance to us and I would appreciate your co-operation in adhering to the following guidelines at the beginning of the day:

- ❖ Ensure your child is inside the school building before leaving the playground. Once your child is in the school building staff will take responsibility for your child's safety.
- ❖ Try to avoid speaking to the class teachers at the beginning of the school day because they are focusing on getting the children into the school building safely. Instead ask to speak to them at the end of the day. If the matter is urgent please telephone school and arrangements will be made for you to speak to a member of school staff.
- ❖ Report to the main office if you need to come into the school building.
- ❖ Let us know if your child is going home with somebody different, e.g another parent/carer, by writing a note to the class teacher.
- ❖ As the teachers are familiarising themselves with parent/carers, it would be really helpful at the end of the school day if parents/carers waved/acknowledged the member of staff when their child is at the front of the line.

Our school finishing time is **3.10pm (F1 3pm)**. If you are going to be late collecting your child from school then please let us know so that we can provide reassurance to your child.

If you have any concerns about the safety or welfare of a child please speak to Mrs Morris who is the Safeguarding Lead in school.

### **Attendance**

For children to make good academic progress they need to attend school regularly. At Black Horse Hill Infant School, children's attendance has always been closely monitored and if your child's attendance is causing concern then we will contact you to discuss the reasons.

We recognise that sometimes children do become unwell and need to remain at home. If your child is unwell please contact the school office before 9.30am to let us know why they are unable to attend school that day. If we do not hear from you then a member of staff will ring you. Please be aware that we have guidance to say that following a vomiting or diarrhoea bug children should not return to school until 48 hours have lapsed since the last episode.

If your child is going to be absent from school during term time (a term time leave of absence which is not illness/medical related) then parents/carers need to complete our form (Application for Leave during Term Time) which is available from the school office or website. Each request for absence is considered by the Headteacher but only if the circumstances are exceptional can the absences be authorised.

Parents should be aware, when a child has missed 10 or more sessions (5 days) for unauthorised reasons, for example if you decide to take your child out of school for a term time holiday and the holiday is not authorised, then a fine will be issued in line with the new guidance.

From August 2024, the fine for school absences across the country will be £80 if paid within 21 days, or £160 if paid within 28 days.

In the case of repeated fines, if a parent receives a second fine for the same child within any three-year period, this will be charged at the higher rate of £160.

Fines per parent will be capped to two fines within any three-year period. Once this limit has been reached, other actions like a parenting order or prosecution will be considered.

### **Medical appointments**

If you need to collect your child for a medical/dental appointment prior notice is required and please report to the school office to sign your child out.

### **Operation Encompass**

Our school (like many) is part of the Operation Encompass scheme. If the police have attended a Domestic Violence incident at a house where children are living then the Designated Safeguarding Lead for the school is notified by email. This sharing of information enables appropriate support to be given in school, depending upon the needs and wishes of the child.

### **Uniform**

Please ensure that all items, especially uniforms and water bottles, are clearly labelled with your child's name. Labelling uniforms and personal items helps us return lost items to their rightful owners promptly and minimises the time children and staff are looking for lost property. Please take a moment to write your child's name on the tags of their clothing, backpacks, lunchboxes and plastic containers used for lunch. This simple step can save a lot of time and money. The children are frequently reminded about the designated places to keep their jumpers, water bottles, lunchboxes and bags.

Also, a big thank you from me for ensuring that your children look so fantastic in their Black Horse Hill uniform this week. It is important that our school uniform is adhered to. Variations in colours of cardigans, jumpers and footwear can lead to children wearing inappropriate attire for school and unsuitable footwear may compromise their safety.

**Jewellery, including earrings, should not be worn.** School staff will not be able to tape children's earrings. Parents/carers will be contacted if their child is wearing earrings and they will be asked to come into school to remove or cover their child's earrings. Extreme hairstyles/hair accessories are also to be discouraged.

### **Celebration Assembly**

As part of our Behaviour/ Assertive discipline policy, we hold a special assembly on a **Wednesday** to celebrate children's achievements at home and school. At this assembly children are awarded special trophies for excellence, kindness and for setting a good example to others. Some children are also awarded a certificate for working hard in maths. Please can I ask that if your child is given a trophy, they return it to school the following week (Monday or Tuesday). If the trophy is not returned then this means that another child misses out on the opportunity to take the trophy home. Please check whether you have any trophies at home that have not been returned to school.

If your child has been awarded a certificate or trophy for an out of school achievement, for example in football, swimming, gymnastics or dance, then they can bring this in on a Wednesday to show the rest of the school.

### **Rainy Day Bags**

We ask that parents/carers of children in F2-Yr2 provide a small bag containing some toys, colouring books etc that children can leave in school and play with when it is a rainy day. The toys should be small and inexpensive.

### **PE Days for this Half-term**



**This half term all year groups (including F1) will have PE on a Friday.**

On PE days children can come to school dressed in PE kit. Our school PE kit is a plain white t-shirt, navy or black shorts/joggers/leggings and a dark coloured hoody/zip up or school sweatshirt. Football kits should not be worn. Please make sure all items are named.

### **School Lunches**

Our school menu is based on a three week cycle. School lunches are free for pupils in Foundation 2, Year 1 and Year 2. Children are able to choose between a hot meal, jacket potato or deli each day. If you would like to view the food choices on offer, you will find the menus on our school website, or alternatively pop into the school office and we can provide you with a copy.

**Please note: If you send your child into school with a packed lunch we would be grateful if you do not include any nuts, peanut butter or houmous as some of our children have severe allergies to these products.** Small foods such as grapes, olives and cherry tomatoes should be cut in half. We also ask that fizzy drinks, chocolate bars and sweets are not included in children's packed lunches. Try not to put too much food into the lunchbox.

**Children should also bring a named water bottle to school each day and this should only be filled with water.**

### **Birthday Treats**

We know that birthdays are a special and exciting time for our children and we love to help them celebrate their big day in school with their friends.

However, we kindly ask that **parents do not send in cakes, sweets or party bags** for the class. We've made this decision to help keep all of our pupils safe and healthy.

There are a few important reasons for this:

- **Allergies** – We have several children with food allergies and even small amounts of certain ingredients can pose a risk.
- **Health and well-being** – We try to promote healthy eating and good dental health.
- **Inclusion** – Not all families are able to send in treats.

Please rest assured that we always acknowledge and celebrate your child's birthday in class or assembly with songs, a card and special mentions. If you would like to mark the occasion in another way (e.g. donating a book to the class library), please speak to your child's teacher.

### **Medicines**

Parents/carers need to complete a consent form (available from the school office) for all medicines administered in school. Please note that apart from continuous daily medication, only medicine which requires four or more doses a day will usually be given. Parents/carers must take responsibility for collecting the medicine at the end of the day.

### **Play Equipment**

For health and safety reasons, the play equipment in the main school playground should only be used during school hours. Please do not let your children or younger siblings use the equipment before and after school.

### **Bikes and Scooters**

We encourage our children to walk, cycle and scoot to school. However, once in the school grounds we ask that children refrain from cycling or scooting in the playground as there are too many people to manoeuvre around safely. Bikes and scooters may be stored in the cycle rack at the top of the playground but I would advise you to lock them up.

### **Dogs on Site**

We do not allow dogs to enter the school site.

### **Diary Dates**

Please find below the key dates for this half term:

#### **September**

- Tuesday 16<sup>th</sup> September Foundation 2 Curriculum Evening @ 5pm
- Thursday 18<sup>th</sup> September Year 1 Curriculum Evening @ 5pm
- Tuesday 23<sup>rd</sup> September Year 2 Curriculum Evening @ 5pm
- Wednesday 24<sup>th</sup> September Full Governing Body meeting
- Friday 26<sup>th</sup> September Back to School disco

#### **October**

- Friday 10<sup>th</sup> October - Photographer in school for Individual photographs
- W/c 20<sup>th</sup> October Parent/Teacher meetings
- Thursday 23<sup>rd</sup> October - School finishes for half-term  
Non-Uniform day (voluntary £1 donation via ParentPay)
- Friday 24<sup>th</sup> October Staff Development Day

#### **November**

- Monday 3<sup>rd</sup> November - Children return to school after half-term
- Tuesday 4<sup>th</sup> November -Flu Vaccinations F2-Yr2
- Friday 14<sup>th</sup> November - Children In Need event (Children wear spotty clothes)

Yours sincerely

Julie Morris  
Headteacher