



9th December 2019

Dear Parent/Carer

End of term letter – Autumn Term 2019

As we approach the Christmas holidays we would like to thank you for your support throughout this school year. We have had another fantastic start to the school year and are very proud of the many achievements that all our children have made so far!

We would like to bring your attention to some key reminders.

End of term

Early closure Friday 20th December 2019. Please note we will close at 1.00pm on Friday 20th December 2019 for the end of term. **This is an optional closing time where children can stay in school if preferred.** Please complete the reply slip below and return this to the school office as soon as possible.

If you are collecting your child at 1.00pm please collect them from their normal classroom doors. Please note, lunch time will be slightly earlier on this day therefore children who bring a packed lunch to school will still require one.

Lost property

We have vast amounts of lost property which we will be putting outside classroom doors at the end of the day during the last week of term. KS2 lost property will be outside Year 3 /4 and EYFS/KS1 lost property will be outside Year 1. Any uncollected items will be donated to charity or disposed of by Thursday 19th December. Any good quality unnamed, unclaimed items of school uniform will be used in our spare clothes supply.

The start of term

The new term starts for children on **Monday 6th January** and all children should arrive at school no later than 9.00am, ready for a prompt start.

At Cowlersley Primary we run a morning breakfast club for children to attend. If you are interested in your child attending this, please contact the school office.

Emergency contact numbers

It is vital that we are notified immediately of any change to parental and emergency contact telephone numbers. This is particularly important for mobile numbers as these can change often and are the primary means of reaching parents in an emergency; we need 3 emergency telephone numbers for every child. A message to reception will ensure any change is recorded. We also use email to contact parents and would ask that we are notified of any change to these details also.

GDPR

Please see the Privacy Notices area of our website regarding this: www.cowlersleyprimaryschool.org.uk



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School Uniform

- BLACK SHOES which can be fastened by the child independently (no trainers are allowed in school).
- Sweatshirt, or cardigan – **Please note that our new purple jumper/cardigan with our new logo and new school name WOODSIDE GREEN will soon be available to purchase if your child has out grown their current jumper/cardigan, however the old blue jumper and old logo are still acceptable in school until September 2020.**
- White polo shirt (the current coloured polo shirt is still acceptable until September 2020).
- Black or grey trousers (no leggings as trousers) or skirt or pinafore dress.
- Plain white or grey/black socks or tights.

Summer uniform (optional)

- Black or grey shorts.

Outdoor Clothing

- Wellington boots (reception)
- Rainproof coat (with hood)

PE Kit

- Black shorts
- Plain white t-shirts
- Plain black tracksuit bottoms

Preparation for learning

It is vital that children arrive fully equipped for lessons and we are grateful for parental support in getting them organised and sorting bags! Please ensure that your child brings a book bag to school so their reading book and letters can be transported to and from home.

We continue to have outstanding attendance and we appreciate your support with this by avoiding holidays in term time, in accordance with the Department of Education regulations. Please continue to support us by ensuring that your child arrives by 9.00am. Requests for absence from school will not be authorised, unless there are exceptional circumstances and all requests must be completed on the absence form obtained from the school office.

On behalf of everyone at Cowlersley Primary, we would like to wish everyone a Merry Christmas and a Happy New Year.

Yours sincerely

Mrs Nicola Crossley
Head of School

REPLY SLIP- Early Closure Friday 20th December - Please return this to the school office on or before Monday 16th December 2019.

Child's Name _____ Class _____

- I will collect my child at 1.00pm on Friday 20th December 2019.
- My child will stay in school until 3.15pm on Friday 20th December 2019.

Signed _____ Date _____