



14th September 2023

Dear Parents/Guardians,

Our term has got off to a flying start and it is very pleasing to see how enthusiastically your children have started or returned to school. The teachers have been busy completing their plans for the term and making arrangements for educational visits and they are now keen to share them with you over the next couple of weeks.

Class meetings will be taking place next week and the week after. We hope that you are able to attend these meetings are an opportunity for you to meet your child's class teacher and find out what the plans are for the year ahead.

Meetings will start at **3.40pm** and will take place in your child's classroom. A creche will be provided.

Date	Class	Teacher
<b>Wed 20th September</b>	<b>Year 6</b>	<b>Sam Craig</b>
Wed 20th September	Year 4	Isolde Summerscale/ Olga Baron
<b>Thurs 21st September</b>	<b>Year 3</b>	<b>Mark Benjamin</b>
Thurs 21st September	Year 1	Anna Tyler-Ahmed
<b>Monday 25th September</b>	<b>Year 5</b>	<b>Lucy Sahathevan</b>
Wed 27th September	Year 2	Emily Cade
<b>Thurs 28th September</b>	<b>Reception</b>	<b>Tracey O'Neill</b>

If you have children in different classes and there is a clash of meetings please let us know. Unfortunately we have a very packed school diary and we have tried to spread the meetings as much as we can.

**Please note:** These are class meetings not one to one parent meetings. Face to face meetings for parents and teachers will take place on **15th and 16th November**. There will be more detail regarding making appointments nearer the time.

**Friday, 15th September**, all classes will be sending out their class newsletters. Dates particular to each class will be listed in their newsletters. We will send out regular reminders in newsletters.

### Staff

This year we have a number of new members of staff at Hawley and some staff in new roles. **Sam Craig (Y6)** and **Emily Cade (Y2)** are our two new teachers. **Melissa Law**, who was our Year 6 teacher and Key Stage 2 Lead, is now our Acting Assistant Headteacher. You will see much more of Melissa around the school and at the school gates as she will be working and teaching across the school. **Oonagh Pierce**, remains our Assistant Headteacher and SENDCo, however Oonagh now works three days a week Monday to Wednesday. We also have a new French teacher. Her name is **Sabrina Hamash** and she will be teaching in KS2 on Friday afternoons.

### **Our class KS1 and KS2 class TAs are:**

**Year 1** - Sandra and Lynda

**Year 2** - Yvonne and Sophie

**Year 3** - Beate and Oksan

**Year 4** - Marion

**Year 5** - Clare and Kelsey

**Year 6** - Fatima and Jennifer

### **BREAKFAST CLUB**

We have two breakfast clubs open to all pupils throughout KS1 and KS2 ( we advise that Reception pupils settle in to school routines before attending breakfast club)

**Hawley Breakfast Club** 8am to 8.55am

There is a charge of £3 per child for each child. This charge is to cover the cost of staffing. children need to register for this service via Sharlene in the school office

**Magic Breakfast** 8.30am to 8.45am

Breakfast is provided for free and the food is provided by Magic Breakfast. This is a drop-in service. children must arrive by 8.40am.

### **AFTER SCHOOL CLUBS**

After school clubs will start on Thursday 21st September. A letter will be sent out today with the list of clubs available

### **OTHER DIARY DATES**

**Please check the school calendar on our website for further dates.**

Year 6 to L'Oreale Science lab -**Friday 15th October**

Year 5 second week of swimming lessons **w/c 1th October**

Sports competitions

**Dodgeball** Year 4 - Talacre - **Wednesday 27th September**

**Cross country race** - Year 5 and Year 6 - Hampstead Heath **Friday 29th September**

**Please check the school calendar on our website for further whole school and class dates.**

### **REMINDERS**

#### **School Meals**

With the exception of Nursery pupils, all other pupils no longer have to pay for school lunch however, we still depend on families previously in receipt of Free School Meals to apply for their entitlement as this attracts additional funding, which enables us to support learning and subsidise clubs, trips etc. If you think that you are entitled to Free School Meals please speak to the school office.

#### **Exceptional leave**

We have had an excellent start to the term with the vast majority of children arriving at school on time. This year it is our aim to improve both attendance and punctuality.

Requests for exceptional leave will not be granted unless there are exceptional circumstances. It is essential that family holidays or non-urgent trips are booked for during school holidays. Should you need to make a request for leave, you will need to fill in a request form and book an appointment with the headteacher to discuss your reasons for booking the trip. Leaving without seeking permission could incur a fine per parent, per child.

This term the holiday dates are:

**Half term** - Last day Friday 20th October return to school Monday 30th October

**End of term** - Last day of term Thursday 21st December return to school Tuesday 9th January