



# ELLEN WILKINSON

## Primary School

Friday 26th August 2022

Dear Parents and Carers,

### September Arrangements

We hope you have had a lovely summer break so far. We realise this can be a very busy time for families and so are resending the information about the return to school arrangements. Please remember that there are some slight changes to registration and gate times (I have highlighted this in green at the top of the second page).

We would also ask that you follow the school's uniform policy if you are purchasing any new items for the start of term, this can be found on our website (parents tab/uniform)

Enjoy the rest of the break and we look forward to seeing you soon.

Kind Regards,

Sue Ferguson  
Headteacher

---

### Q: When does school start?

**Monday 5th September for years 1 to 6.** Reception and Nursery families have been contacted separately with their arrangements please refer to that letter.

Term dates for next year are attached and on the website. Existing pupils will also have the term date cards (new pupils will receive these in September)

### Q: What are the school times?

School times remain the same as last year

#### **NURSERY**

To remain as current session times.

AM - 8:30-11:30

PM - 12:30-3:30

#### **RECEPTION TO YEAR 5 - (Reception please see your letter for induction finish times for first two weeks)**

Start of school: 8.45 am

End of school: 3.15 pm (normal time)

*Please note that year 5 children will start at 8.30 am for the last half of the summer term as part of their preparation for year 6.*

#### **YEAR 6**

Start of school: 8.30 am

End of school: 3.15 pm (normal time)

#### **LEXIA GROUPS (By invitation - starting week on 12/09/22)**

Start of school: 8.30 am

End of school: 3.15 pm (normal time)

**Ellen Wilkinson Primary School, Tollgate Road, London E6 5UP**

**Tel:** 020 7511 9414 **Email:** [info@ellenwilkinson.newham.sch.uk](mailto:info@ellenwilkinson.newham.sch.uk)

**Head Teacher:** Sue Ferguson



# ELLEN WILKINSON

## Primary School

### Q: When do gates open and close?

Gates open at either 8.30 or 8.45 depending on the year group (see above).

Please note that for 2022-23 gates will only be open for 5 minutes, after this your child will be late after the register has closed and will have to access the school via the main office.

This change has been made as children have early morning work that they do as soon as they enter class and therefore it is extremely important they are in school on time.

### Q: Which gate should we use?

Year Group	Gate
Nursery	Nursery gate (Tollgate Road)
Reception	Reception gate (Tollgate Road by Children's Centre entrance)
Y1	Mitchell Walk Gate (footpath back of the school)
Y2, Y3 & Y4	Dove Approach (by the main car park gate)
Years 5 & 6	Mitchell Walk Gate (footpath back of the school) Year 6 will need to be there at 8.30, Y5 at 8.45)

Y6 comes into school at their allocated gate at 8:30am. Children invited to do Lexia will also start at 8.30. Gate details will be sent to these families in their confirmation letter.

All other children must come to school at 8:45, using their allocated gate or their youngest sibling's gate (for example if you have a child in Year 3, Year 5 and Reception, they will all come in via the Reception gate).

### Q: What if my children start at different times?

It is only Y6 and Lexia groups that start at the earlier time of 8:30am. All other children will at 8:45am. Therefore, if you have children who start at different times, you will need to drop off the child who starts at 8:30am, and then wait with your other child, until they start at 8:45am.

All staff will be preparing for lessons or supporting these groups and therefore we cannot offer supervision for any other children. Alternatively, you can choose to book your child into the breakfast club.



# ELLEN WILKINSON

## Primary School

### **Q: Can parents come into the playground?**

We are continuing with our current arrangements that at the start of the day parents drop their children at the gate (please wait with them until the gates open) so that current levels of punctuality continue and so school can start promptly.

However, at the end of the day parents can continue to come into the playground to collect their children from their classroom doors. This means that you will also continue to have the chance to speak to their teacher (although you may need to wait a little until all the children are collected).

### **Q: Is the school uniform staying the same?**

Yes. School uniform is staying the same. The Governors reviewed our policy earlier this year in line with the new statutory requirements (which we already met). However we have included clearer guidance about personal possessions including smart watches, jewellery and mobile phones. This has been sent out previously and is attached again for your information.

Please remember that only year 6 can bring in mobile phones and that once on school premises these must be turned off and handed in, to be returned at the end of the day.

### **Q: Do children still come in PE Kit on PE days?**

**Years 1 to 6** should continue to come in full PE kit on their PE days as they have done this year. PE kit is part of school uniform and so please check the policy for details about colour and style that must be worn before you buy your children any new items.

**Reception children** will need to come in full uniform and change for their PE sessions, this is to help them develop their self care skills including being able to dress and undress themselves. Please speak to your child's teacher for further information

No child will have PE in the first couple of days of next term so please make sure they are in normal school uniform.

### **Q: Will breakfast club be running?**

Yes. Breakfast club will be available from Monday 5th September for Years 1 to 6. Children will need to enter through Mitchell Walk gate between 7.30 and 7.45 am. Children after this time will not be admitted as the gate will be locked and the allocated staff back inside the building.

Existing users you do not need to reapply and can use the facility from the first day back.

New users please complete the application form using the link below and we will contact you as soon as possible at the start of next academic year. Please note your child cannot start to attend breakfast club until we have confirmed we have a space for them.

<https://forms.gle/BFozFfeyYMJsYLR9>

Reception children can join from after the first half term and details will be sent out closer to the time

**Ellen Wilkinson Primary School, Tollgate Road, London E6 5UP**

Tel: 020 7511 9414 Email: [info@ellenwilkinson.newham.sch.uk](mailto:info@ellenwilkinson.newham.sch.uk)

Head Teacher: Sue Ferguson



# ELLEN WILKINSON

## Primary School

**Q: Will after school clubs be running?**

Yes. We are hoping that these will begin on the week beginning the 19th September. Details will be sent out during the first week.

**Q: Do I still need Parentmail**

Yes. This will not change as it is the system we use to send you emails and texts so you have the most current information. It is also the way to pay for clubs and visits as well as book parent evenings appointments.

**Ellen Wilkinson Primary School, Tollgate Road, London E6 5UP**

Tel: 020 7511 9414 Email: [info@ellenwilkinson.newham.sch.uk](mailto:info@ellenwilkinson.newham.sch.uk)

Head Teacher: Sue Ferguson