



Thursday 21<sup>st</sup> August 2025

**Dear Parents and Guardians,**

**Re: Secondary School Key Updates**

I hope you and your loved ones had a relaxing and joyful summer. It's truly wonderful to see our school community come together again as we begin a brand-new academic year. We're just as excited as your children to dive into a year full of learning, growth, and meaningful experiences. This year promises to bring fresh challenges, proud achievements, and plenty of special moments for every child—and we can't wait to share them with you.

To help ensure a smooth start, I would like to outline the key routines for the beginning and end of the school day.

**Morning Routines**

The school gates will open at 7:15am each day. Please note that there will be no supervision before this time, so children should not be dropped off earlier.

- Pupils will wait in the covered play area outside the STEAM building and will be supervised until registration begins.
- Registration will take place between 7.45am and 8:05am, with lessons beginning promptly at 8:05am.

**End of Day Timings**

All Secondary classes end at 14.50pm, **except for a Tuesday (12.30pm)**, when teachers have their professional development sessions. Pupils waiting for parents or drivers will do so outside in front of Reception under the new canopy.

We're so happy to have all our pupils back at school, ready to begin a fresh chapter in their learning journey! Thank you for your continued support—it means the world to us and plays a big part in creating a safe, structured, and welcoming space for every child. I'm really looking forward to working together with you throughout the year to make it a truly special one.

**Warm regards,**

**Scott Holden**  
Head of Secondary