



Dear Parents and Carers,

I hope that you have had an enjoyable summer break. It is with great pleasure that I welcome you back to the new school year at Woodside. We are all looking forward to the children and young people returning to school next week and to continuing our partnership with you as parents and families of our school community. We extend a special welcome to a number of new children and families across the school this term, along with some new staff. Here are a few updates and reminders about the start of term.

### **Start of term dates and times for the majority of children**

*(unless specific arrangements have been made e.g. Reception children, new joiners in Primary):*

EYFS & Primary children, YR-Y6: Monday 5<sup>th</sup> September

School day starts: 9am

School day ends 3pm

Secondary & P16 (Y7-Y13) children & young people: Monday 5<sup>th</sup> September

School day starts: 8.50am

School day ends: 2.50pm

### **Arrival in school**

Regrettably, there is no parking or drop off available on the school site.

Please ensure that you arrive at the correct start time to ensure that the entrance does not become overwhelmingly busy for the children. The Woodside welcome team, (in green jackets), will be ready to greet and direct you.

**EYFS-KS1 (Year R- Year 2)** parents will take their children through to the main playground where they will be met by their class team.

**KS2, (Years 3-6)** children will be met at the front of the school by their class team and taken through the entrance closest to their classroom.

### **Senior students (Year 7-13)**

All of the children and young people in Y7-Y13 will now be located in classrooms in the senior block and should enter through the senior entrance and go straight to their classrooms. Mobile phones must be handed in prior to entering the school.

### **Parking**

**There is no parking on site** (even for those with a blue badge).

As we have an increase in our school roll numbers, there is no longer an option for parents or carers to park on site unless there are exceptional circumstances. This measure is to protect the safety of everyone at arrival and departure times. If you consider that your circumstances are exceptional then please make contact with the office to request a parking permit application form.

There is very limited parking outside the school in Colyer's Lane.

**For the safety of all, we strongly advise those who drive to school to park in neighbouring streets and then walk to the crossing patrol by Colyer's Walk.**

### **Medication in school**



If your child requires medication in school then please ensure that you hand in medication to the specific drop-off point at the school entrance. This is so that we can ensure that all medication is logged and safely passed on to the correct team. For us to be able to administer medication to your child in school, you are required to complete and return the Parental agreement form and return to school on Monday 5<sup>th</sup> September. If you are unable to print the form, then please request or collect a paper copy from the school office.

If you have any queries or concerns then please do not hesitate to contact the school, ([office@woodside.lsead.org.uk](mailto:office@woodside.lsead.org.uk) or 01322 350123) or speak to one of the welcome team.

Yours faithfully

**Mrs K Freame**  
Headteacher