



HIGHWOOD PRIMARY SCHOOL - ' Always aiming HIGHER''

Loves Green,
Highwood,

Tel: 01245 248200

Head of School : Mrs. A. Lipski

Executive Head Teacher: Mrs Staley

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21st January 2025

Dear Parents/Carers,

ARRANGEMENTS FOR SEVERE WEATHER

This time of year brings some interesting weather! Therefore in case of severe weather that may affect if we can open or not, this is our procedure.

A decision will be made by 8am, following a site inspection by school staff, providing staff can get on site.

You will be informed in the following ways:

- Email
- Seesaw message
- Scrolling banner on school website

Assume the school is open unless you are sent a message.

Therefore please make sure we have up to date emails for you and that you are receiving our emails and seesaw messages.

UNIFORM

Children should still come to school wearing **school** uniform apart from the Forest School and PE days. Long hair should be tied up for Forest school and PE lessons. A reminder, earrings should be removed for PE and Forest School Days.

The **correct** PE kit is :

Dark green or black PE shorts and **plain** white t-shirts.

Children should not wear football kits.

During colder weather, they can wear a plain, dark coloured tracksuits.

Should children not have the correct PE kit, you will receive a letter outlining what they should be wearing and where necessary we will support you in providing this.

ATTENDANCE AND PUNCTUALITY

As you know improving school attendance and punctuality is a priority, for our school and many others across the country.

Therefore if your child is absent, please call the school office, which is open from **8am**. Reminder that the school gate closes by **8.50**. Should you arrive after that time you will need sign our late book.

DATES ARRANGED SO FAR FOR THE REST OF THIS TERM

Friday 14th February 2025	Last day of half term
Friday 28th February 20245	PJ and Pancake day, with Pancake races
Thursday 6th March 2025	World Book day , dress up as a character from a book
Friday 14th March	SCHOOL CLOSED, INSET day
Friday 21st March2025	Comic relief day, this will be a non-uniform day more details to follow
Friday 21st March	Mid Year Reports sent home for years 1 to 6
Tuesday 25th March	Termly learning conference
Monday 31st March	Whole school end of term assembly @ 2.30 , all welcome
Friday 4th April	Easter egg hunt and last day of term
Tuesday 22nd April	School closed, INSET day
Wednesday 23rd April	Start of Summer Term

Thank you for your co-operation.

Yours sincerely

A.M. Lipski

Mrs. A. Lipski,

Head of School