

Friday 29th August 2025

## Dear Parents and Carers,

I hope you and your families have had a wonderful and restful summer break.

It gives me great pleasure to introduce myself as the new Headteacher of Woodhill Primary School. I am incredibly excited to be joining this vibrant school community and feel privileged to lead a school with such a strong sense of purpose and potential.

In the coming weeks, I will be organising a coffee morning and afternoon session as an opportunity to meet with parents and carers. This will be a chance for me to introduce myself more personally, share our vision for the future of Woodhill, and most importantly, to hear from you.

We truly value your thoughts and perspectives. I am very keen to listen to constructive feedback, ideas, and hopes for your child's experience at our school. Strong partnerships between home and school make a real difference to children's success and wellbeing, and I'm committed to building that relationship with you from the outset.

Thank you for your warm welcome so far. I look forward to meeting many of you soon and to working together in the months and years ahead.

In preparation for the children's return to school on **Monday 1st September 2025** I wanted to remind you of some important information regarding the morning timings of the school day for **years 1-6**.

### What time does the school gate open?

- 8:40 am – Gates open
  - o Children come in, enjoy a 'grab and go' breakfast bagel as usual if they wish, and line up (please see map below for location)
  - o Teachers will be in the playground to greet their classes and be available for parents to share brief messages.
- 8:50 am – Bell rings
  - o Teachers lead their classes inside promptly, ensuring a smooth transition into learning.
  - o Children who arrive after their class has entered the building will follow them in.
- 8:55 am – Gates close, children who arrive after gates close need to go through the late gate.

### Why is this important?

A structured morning line-up will ensure that:

- Children start the day in a calm, predictable way, helping them feel ready to learn.
- Teachers are available for quick conversations with parents where needed.
- Pupils arrive punctually and transition into class together, supporting focus and engagement.

We kindly ask for your support in ensuring pupils arrive on time so they can benefit from a positive and settled start to their day.



Classroom  
doors

Yours sincerely,

Ms Holder  
Headteacher