



# Oaklands School

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## HEADMISTRESS

Mrs Gretchen Copeman B.Ed. (Hons)

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1 July 2024

Dear Parents

### Re: July 2024 Headmistress's Letter

We have come to the end of another successful year at Oaklands. I hope that you all enjoy the Prize Giving and Early Years celebrations this coming Wednesday. The children never cease to amaze us with how well they learn their words and then perform to a rather large audience in the marquee! Do look out for the photographs that will be published to our website by the Marketing department.

### Reports

Reports will be published next Monday and all parents can download them from the Portal. I hope you find them informative and helpful. All pupils in Year 1 to Year 5 have progress targets on which to build next year. Should you have any queries or questions about your child's report, please contact your child's class teacher or myself.

If your child is leaving Oaklands this summer, please ensure you have downloaded their reports and any other information from the portal you would like to keep by Thursday 11 July as portals will be closed on this day.

### Sports Day

Thank you all for coming to our Sports Day and supporting the children. It was a fun-packed day and the weather was kind. A huge thank you to Mr Paine for the enormous amount of work that goes into Sports Day and all other sporting events throughout the year.

### 'Meet the Teacher' Meetings

'Meet the Teacher' morning takes place on Friday 5 July. Our current Reception to Year 5 pupils will spend time 'getting to know each other' with their new teacher for next year in their new classroom. Parents will have the opportunity to chat with their child's new teacher in the morning or near the end of the afternoon; with formal Curriculum Information evenings taking place in September.

### Year 6 Leavers' Assembly

The Year 6 Leavers' assembly will take place on Tuesday 9 July at 9am in the school hall. This is always a very special event to mark the end of the Year 6 pupils' time at Oaklands.

### Staffing

I wrote to you all in my last letter regarding some of our long-term staff who will be moving on to pastures new when we break up.

I am delighted to announce that Mrs Amy Gadd will be joining us to lead Science throughout the school after several years of teaching at Braeside School.

Miss Hannah Butler will be leading Computing from September and she is also an internal move, coming from Coopersale Hall School where she currently leads Computing from Year 1 to Year 7.

Miss Natasha Herbert and Miss Shauntaé Reader, both very experienced practitioners, will be joining us in Reception and I know they are both very excited to bring their expertise to our Early Years department after several years of working both locally and overseas.

Miss Dubb is joining us from a local Independent school and will be joining Mr Crane in Year 4 and also leading our new STEM after-school club.

Miss Amelia Wood is excited to be joining us, alongside Mrs Christofi in Year 1, to cover Miss Constantinou's maternity leave.

Mrs Sybille Goodall will be teaching French throughout the school and she comes with a wealth of experience of teaching both French and Spanish in local schools.

Mrs Claire Rugg is joining us in Year 2 as the Teaching Assistant for Miss Sandford after many years in a local school. I am sure you will join me in wishing all of the staff leaving, the very best of luck in their future endeavours and in September I know you will warmly welcome our new staff when the time comes.

### Resources

Most equipment is provided by the school. However, as stated in the Oaklands Parents' Handbook, pupils in Year 3 to Year 6 should bring a small plain pencil case into school with the following equipment:

Pencil case	Pair of compasses (Y5 & Y6 only)
Lead pencils, rubber and sharpener	Protractor/angle measurer (Y5 & Y6 only)
Coloured pencils	Blue Frixion writing pen (after Pen Licence is awarded)

The blue Frixion writing pens can be purchased from WH Smith, Ryman or Amazon. Please do not send anything not listed above, particularly felt tip pens, ink erasers or correction fluids. Please ensure that all equipment is named. Thank you.

### Start of the School Day

Please note that all of the school doors will continue to open at **8.25am** from the beginning of the Autumn Term. This provides twenty minutes for all children to arrive. Registration will take place at 8.45am. If you arrive after 8.45am, please go to the school office to sign your child in. A member of the office team will take your child to their classroom. Please remember that persistent lateness means children often miss assembly or important feedback in the first 15 minutes of the day.

Many of the children will be using a different entrance to the school building to access their new classroom. There will be clear signage and additional members of staff available to help you to locate the correct door. Further details will be included in the September Head's letter.

We will be continuing with our current practice of requesting parents to say goodbye to their child outside the school building. Only the children should enter the buildings to go to their classrooms. We will be inviting parents into the classrooms for our usual programme of Drop-in sessions during the first half of the Autumn Term.

### Uniform and PE kit

Please refer to the uniform lists on our website when purchasing new uniform during the break. Pupils should return to school in Summer uniform and this will revert to Winter uniform after the half term break.

Children should come to school in their PE kits and stay in their PE kits on the days they have PE, unless there is a special event taking place during the day such as open mornings or school photographs, when parents will be advised in advance. This is not the case for extra-curricular clubs. Children must wear their full school uniform and change into PE kits after school on the days when they have a sports club.

For Years 3-6 swimming will take place on a Monday and continues in block sessions, rather than changing every half term. Years 4 and 5 will swim from September until February half term. Years 3 and 6 will swim from February half term until July. I think we will all find this beneficial. The first day of swimming for Year 4 and 5 is 9 September.

## Curriculum Overviews and Timetables

In order to reduce the volume of information we send to parents; from September timetables for your child's class will be uploaded to portals before the academic year begins. Timetables will only be changed if there is a significant change to the structure of the day within the year. I anticipate this will largely be for Key Stage 2, however, we will keep you updated if and when changes occur. Similarly, Curriculum Overviews will now be published termly rather than half-termly. Rest assured you will receive the same, detailed information but in fewer documents.

## End of Term

A reminder that the last day of term is **Wednesday 10 July**.

- 12.00pm finish for Lower Kindergarten, Upper Kindergarten and Reception
- 12.15pm finish time for Year 1 and Year 2
- 12.30pm finish time for Year 3, Year 4, Year 5 and Year 6

## First Day of Term

Staff will return to school on Monday 2 September for two training days. **The children return to school on Wednesday 4 September**. The doors will open as usual at 8:25am for the children to go to their classrooms and begin their morning activities.

## OPA

I would like to extend my thanks to the OPA as our year draws to a close. They work tirelessly, behind the scenes, to organise events to entertain children and parents throughout the year.

Please do contact Mrs Chapman, who has some brilliant ideas for next year, if you would like to volunteer, as she simply cannot do everything without a willing team behind her.

## Queries and Concerns

As you are aware, we have an open-door policy throughout school and we make every effort to respond quickly to any queries or concerns you may have.

As we come to the end of another extremely busy year at Oaklands, I would like to congratulate the children for all of their hard work, perseverance and achievement. I would also like to thank you, for your support and commitment towards the education of your children.

I would also like to take this opportunity to thank all of the hard-working staff, which includes not only the teaching staff, teaching assistants, specialist teachers and SEND staff, but also the office staff, IT department, lunchtime assistants, maintenance team, the finance and administrative staff in Oak House, marketing department, catering staff and cleaners for playing their roles at Oaklands.

## Dates for the Diary

The following list provides an update of the final events planned for the remainder of the Summer Term.

<b>Wednesday 3 July</b>	<b>2pm – 3pm</b>	<b>Celebration of The Year</b>	<b>LK, UK and Reception</b>
	<b>4pm – 5.30pm</b>	<b>Prize Giving</b>	<b>Year 1 – Year 6</b>
<b>Thursday 4 July</b>	AM/PM	Trip to Wimbledon	<b>Year 5 and Year 6 by Invitation</b>
	PM	Hertfordshire Zoo Workshop	<b>Year 3 (in school)</b>
<b>Friday 5 July</b>	AM/PM	Meet the Teacher Day	<b>Whole School</b>
	PM	Water Day	<b>Year 6</b>
	3pm - 4.30pm	OPA Ice Cream Sale	<b>Whole School</b>
<b>Monday 8 July</b>	AM	Year 6 Fayre	<b>Whole School</b>
	2pm-3pm	Summer Disco	<b>Reception – Year 2</b>
	3.15pm –	Summer Disco	<b>Year 3 – Year 6</b>
	4.15pm		
<b>Tuesday 9 July</b>	9AM	Leavers Assembly	<b>Year 6 only</b>
<b>Wednesday 10 July</b>	12pm	Last Day of Term	<b>LK, UK and Reception</b>
	12.15pm	Last Day of Term	<b>Year 1 and Year 2</b>
	12.30pm	Last Day of Term	<b>Year 3 – Year 6</b>

**11 July – 3 September – Summer Holidays**

I wish you all a lovely summer holiday and look forward to welcoming you all back in September for another busy and exciting year.

With my very best wishes.

Yours sincerely



Gretchen Copeman  
Headmistress



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