



Oaklands School

6-8 Albion Hill, Loughton, Essex IG10 4RA

Tel: 020 8508 3517

HEADMISTRESS

Mrs Gretchen Copeman B.Ed. (Hons)

E-mail: info@oaklandsschool.co.uk

Website: www.oaklandsschool.co.uk

1 September 2024

Dear Parents

Re: September 2024 Headmistress's Letter

A warm welcome back to you all, whether you are returning to school or joining us for your first term at Oaklands. This promises to be a packed term, full of many learning opportunities for everyone. I hope you all had a restful break and managed to find some time to spend with your families away from the busy routines of everyday life.

The staff have been busy preparing for the arrival of the pupils and in addition to other training, many of them refreshed their first aid training last week.

Term begins for all pupils on Wednesday 4 September.

There are always many questions at the start of term and we pride ourselves on being a warm and friendly school. I have included as many dates and items of useful information in this letter so please keep a copy if you can and refer back to it during the term. Please do not hesitate to contact your child's class teacher, the office staff or myself, if you have any concerns. You can catch us at the end of each school day or by email.

Staffing

In my July Head's letter, I introduced our new staff to you all and I would like to extend a very warm welcome to Mrs Amy Gadd who will be leading Science throughout the school and Miss Hannah Butler who will be leading Computing. Mr Matt Albright is our new Sports Coach on a Monday. Miss Natasha Herbert and Miss Shauntaé Reeder, are both joining us in Reception. Miss Ishani Dubb is joining us in Year 4. Miss Amelia Wood will be teaching Year 1 and Mrs Sybille Goodall will be teaching French. Mrs Claire Rugg is joining us in Year 2 as the Teaching Assistant for 2S.

Security Update

Work to improve the fencing on the Albion Hill entrance to school was due to be completed before our return to school. Unfortunately, the contractors have experienced an unexpected delay receiving the shipped metal. Our expectation is that this work will commence at the end of next week. I will write again with our new procedures when they apply.

Arrival

The school doors to all areas of the school open at 8.25am. Children should be in school by 8.40am for registration at 8.45am. All doors into school will be shut at 8.45am and entry for Reception through to Year 6 should be via the buzzer on the main school door. After this time, an adult must sign children in at the school office. Please ensure you arrive promptly for school, as children find being persistently late very distressing and they often miss the first announcements and activities of the day.

Please say goodbye to your child at their designated entrance. If you need to see your child's teacher please make an appointment or leave a message with our office team. Teaching staff are usually very busy welcoming the children first thing in the morning but they are more than happy to meet you at the end of the day.

Dismissal

Morning sessions for the younger children (LK and UK) finish at 12 noon, or 1.00pm if your child is staying for lunch, and whole day sessions finish at 3pm. Reception pupils finish at 3pm; Year 1 and Year 2 at 3.15pm and Year 3 to

Year 6 at 3.30pm. Please ensure that you wait at the correct dismissal/collection area for your child and make yourself clearly visible to the class teacher or teaching assistant.

All children require a password to be set up with the office, you must ensure that you let the office know if someone new is collecting your child and you must ensure they have the correct password.

Please find listed below the arrival and dismissal point for classes for this term, including timings.

YEAR GROUP	ARRIVAL TIME	ARRIVAL ENTRANCE	DISMISSAL TIME	DISMISSAL POINT
LK LADYBIRDS	8.25-8.45am	LK SIDE DOOR	3.00pm	LK OUTDOOR PLAY AREA
LK BUMBLEBEES	8.25-8.45am	LK SIDE DOOR	3.00pm	LK OUTDOOR PLAY AREA
UK RABBITS	8.25-8.45am	NORMAL RABBITS & H/HOGS ENTRANCE	3.00pm	NORMAL RABBITS & H/HOGS ENTRANCE
UK HEDGEHOGS	8.25-8.45am	NORMAL RABBITS & H/HOGS ENTRANCE	3.00pm	NORMAL RABBITS & H/HOGS ENTRANCE
UK BADGERS	8.25-8.45am	REAR UK ENTRANCE	3.00pm	REAR UK ENTRANCE
UK FOXES	8.25-8.45am	MAIN UK ENTRANCE	3.00pm	MAIN UK ENTRANCE
UK SQUIRRELS	8.25-8.45am	MAIN UK ENTRANCE	3.00pm	MAIN UK ENTRANCE
RECEPTION Robins	8.25-8.45am	MAIN ENTRANCE TO RECEPTION CLASSES	3.00pm	AREA OUTSIDE STUDIO
RECEPTION Woodpeckers	8.25-8.45am	MAIN ENTRANCE TO RECEPTION CLASSES	3.00pm	WAITING AREA BY MAIN ENTRANCE TO RECEPTION
RECEPTION Owls	8.25-8.45am	MAIN ENTRANCE TO RECEPTION CLASSES	3.00pm	WAITING AREA OUTSIDE SIDE HALL DOOR
YEAR 1C	8.25-8.45am	via MAIN SCHOOL DOOR	3.15pm	OUTSIDE MAIN SCHOOL DOOR
YEAR 1W	8.25-8.45am	via MAIN SCHOOL DOOR	3.15pm	OUTSIDE MAIN SCHOOL DOOR
YEAR 2S	8.25-8.45am	via MIDDLE FIRE ESCAPE	3.15pm	WAITING AREA AT BOTTOM OF MIDDLE FIRE ESCAPE
YEAR 2Z	8.25-8.45am	via MIDDLE FIRE ESCAPE	3.15pm	WAITING AREA AT BOTTOM OF MIDDLE FIRE ESCAPE
YEAR 3C	8.25-8.45am	via MAIN SCHOOL DOOR	3.30pm	OUTSIDE MAIN SCHOOL DOOR
YEAR 3V	8.25-8.45am	via MAIN SCHOOL DOOR	3.30pm	OUTSIDE MAIN SCHOOL DOOR
YEAR 4C	8.25-8.45am	via FRONT DOOR OF Y4C CLASSROOM	3.30pm	OUTSIDE Y4C CLASSROOM DOOR
YEAR 4D	8.25-8.45am	via MIDDLE FIRE ESCAPE	3.30pm	WAITING AREA AT BOTTOM OF MIDDLE FIRE ESCAPE
YEAR 5Z	8.25-8.45am	via Y5Z CLASSROOM DOOR	3.30pm	OUTSIDE Y5Z CLASSROOM DOOR
YEAR 6M	8.25-8.45am	via MIDDLE FIRE ESCAPE	3.30pm	WAITING AREA AT BOTTOM OF MIDDLE FIRE ESCAPE

Extra-Curricular Activities

All clubs begin on Monday 9 September, with the exception of Y3-Y6 Smart Raspberry Cookery and Y5+Y6 Speech and Drama, which begin on Wednesday 4 September. A complete list of activities may be found on the website. If you have any queries regarding the club/s your child is attending, or require details regarding availability of places, please contact the School Office by emailing clubs@oaklandsschool.co.uk. Please ensure you collect promptly from clubs and let the office know before the end of the day if your child will not be attending.

Siblings

Siblings will be supervised in Reception between 3pm to 3.30pm: EYFS siblings will be looked after in Reception Woodpeckers classroom and Year 1 and Year 2 siblings will be looked after in Reception Robins classroom. Please collect your child from siblings before meeting your Y3-Y6 child.

PE and Sport Clubs

Children should continue to wear their PE kit to school on the day/s that their class or year group has PE/Games. For ease of reference, please find an updated list of PE/Games lessons for each year group in the school:

- Lower Kindergarten: Monday & Thursday
- Upper Kindergarten: Monday & Wednesday
- Reception: Monday & Friday
- Year 1: Monday & Wednesday
- Year 2: Tuesday & Thursday
- Year 3: Monday & Thursday
- Year 4: Monday (for swimming until February half term) & Wednesday
- Year 5: Monday (for swimming until February half term) & Tuesday
- Year 6: Tuesday & Friday

Please note that children who are due to attend an extracurricular sport club on a day when they are not timetabled for PE/Games should bring their PE kit into school in their usual PE bag. Class teachers will organise the children to get changed for their club near the end of the afternoon.

There will be numerous sporting fixtures taking place this year, many of which our parents will be able to attend and watch. I would like to remind you all that these fixtures are all run by teachers for the benefit of our pupils, they are friendly games. Please refrain from arguing with and questioning the decision of any referees or umpire during these matches. There are correct channels through which to do this, after events have finished and away from the ears of young children, should you feel the need. It would be a shame if Oaklands pupils were prevented from taking part in sporting fixtures because of the conduct of a few parents.

Swimming

Pupils in Year 4 and Year 5 will be going swimming for the first half of the year, until February half term, starting on **Monday 9 September**. All pupils should bring their school swimming costume/trunks, school swimming cap and a towel to school in their school swimming bag. Please remember to name everything, including towels! **Pupils should wear their PE kit on swimming days for ease of changing**. Please note the change of swimming day – **Monday** is our new allocated day.

Parking

This term we continue with our 3PR parking initiative. All children who enter school from the main High Road gate, carpark or walk some distance down Albion Hill will receive an orange token. These tokens will be counted weekly and the winning class will receive the Parking Cup for the week.

I actively discourage all parents from parking on Albion Hill, there are limited, legal parking spaces on this road. If you do find a parking space please ensure; you are not blocking our neighbour's drives, even by a few inches, that you are not parked on the zig-zags, you are not parked where there is already another vehicle on the opposite side of the road and you are not parked on a blind bend. Not only does inconsiderate parking bring the school into disrepute it is frankly, dangerous. I urge you to think whether a Fire Engine could get past your car with ease to access school and can our elderly neighbours see past your car to reverse onto Albion Hill from their properties. If a dispute does ensue I also ask that you speak kindly to our neighbours, especially as there will be numerous children nearby. These rules apply from 7.30am, when breakfast club begins, to 6pm when tea time club ends.

Resources

Most equipment is provided by the school. However, from the start of this term 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
Lead pencils, rubber and sharpener
Coloured pencils

Pair of compasses (Y5 & Y6 only)
Protractor/angle measurer (Y5 & Y6 only)
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 all equipment is named.

Uniform

The only items of clothing worn to school should be Oaklands regulation clothing purchased from Forest Casual and Schoolwear in Loughton. This includes hats, scarves and gloves. The full uniform list for each year group, including when summer and winter uniform should be worn, is available on our website. Please ensure you label all items of clothing as teachers do not have time to reunite unnamed clothing with individual children. Until October half term all pupils should continue wearing their Summer Uniform please.

A reminder that **pupils in Year 5 and Year 6 only** are permitted to wear a single pair of earrings to school. Earrings may only be worn on the days when they do not have PE, Games lessons, swimming or extra-curricular sporting activities.

Earrings must be a small plain gold or silver stud. No other earrings are allowed. We are unable to assist children in taking out earrings and we are no longer permitted to use tape to cover them. For these reasons we encourage parents to undertake ear piercing at the beginning of the long summer break to ensure plenty of time for healing before term begins. It is useful to teach children how to remove earrings themselves just in case they forget before leaving home. **No other year groups are allowed to wear earrings in school.** This in line with guidance from Essex County Council.

All children, from LK to Year 6, with hair longer than a chin-length bob should have their hair tied back, including long fringes, away from their face every day for school. Children spend a great deal of time looking down, whether for reading, drawing, painting, writing or simply playing and hair that falls into their eyes is irritating for them. Tying hair back will also minimise the spread of head lice.

Summer Holiday Work

The maintenance team have been incredibly busy this holiday throughout the site. In addition to general painting and decorating carried out, they have; completed the Lower Kindergarten outside area by painting the fencing in bright colours. Improved the lighting in Upper Kindergarten. They have expertly divided the Music studio to provide an additional, much needed Peri music room. The Music studio has been painted. In addition to this, extensive redecoration work has been carried out in the staffroom.

Holiday Activities

Over the summer break, many of our pupils have made use of the holiday activity courses held at Oaklands and Coopersale Hall School. These included Multi-sports, Drama and Early Years activities. The courses were very well attended and the pupils had great fun! The Oak-Tree Group will be continuing their provision during some of the school holidays in 2024-25 and Head Office will write with more details nearer the time.

Absence

We understand that at times pupils are too unwell to attend school, however, we track pupil attendance very carefully as children who have significant absences often fall behind in attainment.

If your child is unwell and unable to attend school, please telephone the school office to report the absence to a member of the Office team or email absence@oaklandsschool.co.uk by 9am and every day of absence thereafter.

Please avoid booking routine medical, dental and orthodontic appointments in school time wherever possible; if this is not possible, please notify the school in advance with the appointment details by phone, email or letter, we require evidence of all medical appointments.

Please note that children in Reception to Year 6 are of compulsory school age and the law in England and Wales states that schools are only allowed to permit term-time holidays in exceptional circumstances. Requests for absence during term time for other reasons can only be approved in exceptional circumstances. If you wish to request time out of school for such a reason, then please download a 'Request for absence' form from our website, which should be completed and returned to the School Office; I will then confirm whether the absence is authorised or unauthorised.

Please also note, if your child is unwell or has an appointment on the day of a paid trip, monies are not refundable. This is because the place on the trip will have to be paid for at this point, whether your child attends or not.

Long term medication

If your child requires the school to store and when needed, administer long term medication, please download and complete the appropriate forms. These forms and the labelled medication should be given to the office staff on the first day of term. We do not regularly administer pain relief medication in school. If your child has a temperature they must remain at home. The administering of pain relief medication will be with permission from either Miss Dee or myself and must be provided by parents.

Breakfast and Teatime Clubs

Teatime Club runs from 3pm to 6pm for children aged 3 years and above. Both Breakfast and Teatime Clubs are run by school staff and the children are given food and suitable activities. Please contact the office if you wish to use either Breakfast and/or Teatime Club facilities. The relevant forms are available to download from the school's website.

Breakfast club for EYFS remains in the Upper Kindergarten department. However, our KS1 & KS2 breakfast club is now situated in the Science room.

Supervision

When you have collected your children at the end of the day, and in particular the younger children, please do not allow them to access the adventure playground or field, climb the fences or walls or access the car park in front of Oak House. Please also ensure that your child remains with you if you use the path at the perimeter of the field to access the school car park on Warren Hill. This also applies to those of you who collect your children later from an extracurricular club or Tea Time Club.

Admissions Policy

Our Admissions policy is, as always, available for reading on the school website. For those of you with pre-school children, please ensure that you familiarise yourself with the following section about 'Siblings':

'We aim to give the siblings of current pupils at Oaklands priority when considering children applying to join the school from outside. However, admission is not necessarily automatic and siblings are still subject to the school's admissions procedures when applying for all year groups.

Parents' Association

The Oaklands Parents' Association work extremely hard to organise events and enhance the children's experiences in school. We are grateful for as much support as possible and the Committee is always keen to welcome some 'new blood and enthusiasm'. Please email the Parents' Association, OPA@oaklandsschool.co.uk if you are interested in becoming a Class representative this year or would like to join the Committee.

Parent/School Communication

We value the healthy partnership we have between school and home. As well as the day-to-day informal conversations between you and your child's keyworker/teacher, I am happy to chat and meet with you informally or formally. I am usually available first thing in the morning or by appointment via the School Office.

We encourage parents to make use of our email facility – please see the staff list on our website for the links. If you send an email to your child's keyworker/class teacher, please be aware that they will always endeavour to reply to your message at lunchtime or at the end of the school day. It is often difficult to reply to messages first thing in the morning as they are busy preparing their classroom for the day ahead. However, absence requests and changes to

collection must go to the school office, as teachers may miss these important emails whilst they are teaching. We will text you via our 'Groupcall' texting facility and we tweet news highlights several times each week!

Changes to Personal Details

Please let us know as soon as possible if any of your contact details have changed over the summer. This includes your address, telephone numbers, emergency contact details, any changes to your child's health or any other changes of which we should be aware. You can check the current information we hold on your Parent Portal. We must have at least two people to contact in case of an emergency during the day, a third is always welcome if you can provide one.

Parent Portals

The school office contacted new parents in the summer break with information about how to access the Parent Portal. The email contained username and password details. Please email support@oaktreeschools.co.uk if you need any assistance and our team will be happy to help. The Parent Portal will contain much information, including the Parent's Handbook, timetable and Autumn Term 1 Curriculum overview. Please check the portal regularly as this is an important form of our parent/school communication. You should receive an email when new information has been uploaded.

Year 3 Camp

The Oak-Tree Year 3 Camp takes place on Thursday 12 and Friday 13 September. There will be approximately 70 Year 3 children from our four schools participating in team building activities for two days and sleeping overnight on the school field. It is always an amazing experience for the children; we are hoping for good weather!

Please note that the school fields will be out of bounds for all other children and parents for these two days. It is helpful if parents do not call children over to the fence during the camp as we find this exacerbates homesickness and can upset children.

Braeside and Normanhurst GCSE Results

GCSE results were once again cause for celebration at Braeside and Normanhurst. Pupils at both schools gained results that have enabled them to move onto their schools and colleges of choice for sixth form. Congratulations to all those pupils.

Forthcoming Events

We are looking forward to welcoming different year groups to a range of events in school during the Autumn Term, including Drop-in Sessions, Parents' Evenings, Curriculum Information meetings, Coffee Mornings and performances.

Drop-in Sessions

We are always keen to provide opportunities for the children to share their work and achievements with you. Drop in sessions are a time for you to come to the classroom and share your child's work with them. Following the success of our Maths drop in, we hope to share some other curriculum areas this year.

If you find you have a clash with siblings please speak to class teachers who will be more than willing to accommodate you on another day if necessary.

Please note below the dates and times for each year group for this term.

Tuesday 8 October	8.25-8.45am 2.30-3pm	Year 2, Year 5 and Year 6 Reception
Thursday 10 October	8.25-8.45am 2.30-3pm	Year 1, Year 3 and Year 4 Reception
Tuesday 19 November	8.25-8.45am 2.30-3pm	Year 1, Year 3 and Year 4 UK Foxes and Rabbits
Thursday 21 November	8.25-8.45am 2.30-3pm	Year 2, Year 5 and Year 6 UK Badgers, Hedgehogs and Squirrels
Thursday 28 November	2.30-3pm	Reception
Friday 29 November	2.30-3pm	Reception

Parents' Evenings

On Wednesday 16 and Thursday 17 October, we will be holding formal meetings with parents and class teachers for pupils in Reception to Year 6 so that parents and teachers can discuss how the children have settled into their new class and the curriculum of their age group. LK and UK 'settling in' chats will also take place this week.

Dates for the Diary

The following list provides a current list of events planned for the Autumn Term:

Wednesday 4 September	All Day	First day of Term	Whole School
Thursday 5 September	All Day	Chewing Gum Man Workshop in school	Year 2 and Year 4
Monday 9 September	9am	Welcome and RWInc Parent Meeting	Reception Parents
	Morning	Cyber Safety Talk	Year 6
Wednesday 11 September	9am	Ready to Read and Write Parent Meeting	Upper Kindergarten Parents
	All Day	RE Day Workshop in school	Year 1 to Year 6
Thursday 12 September	9am	Welcome Parent Meeting	Lower Kindergarten Parents
	All Day	Oak-Tree Camp	Year 3
Friday 13 September	All Day	Oak-Tree Camp	Year 3
Tuesday 17 September	5pm	Maths & English Parents Meeting	Year 1
Wednesday 18 September	Morning	Whole School Photograph	Whole School
Friday 20 September	All Day	Funky Hair Day	Whole School
Tuesday 24 September	Morning	Trip to Queen Elizabeth Hunting Lodge	Year 4
	5pm	Maths and English Parent Meeting	Year 3 Parents
Tuesday 1 October	5pm	Secondary Transfer Parent Meeting	Year 5 Parents
Wednesday 2 October	9am	Open Morning	Prospective Parents
Monday 7 October	All Day	Trip to St Pauls Cathedral	Class 2S
	Morning	Mock Exams	Year 6
Tuesday 8 October	8.25-8.45am	Drop In Session	Year 2, Year 5 and Year 6 Parents
	2.30-3pm	Drop In Session	Reception Parents
Wednesday 9 October	All Day	Trip to St Pauls Cathedral	Class 2Z
Thursday 10 October	8.25-8.45am	Drop In Session	Year 1, Year 3 and Year 4 Parents
	All Day	Trip to Gunpowder Mills	Year 5
	2.30-3pm	Drop In Session	Reception Parents
Tuesday 15 October	3.15-6pm	Parents Evening	Upper Kindergarten Parents
Wednesday 16 October	3.15-6pm	Parents Evening	LK, Reception and Year 1 to Year 6 Parents
Thursday 17 October	3.15-6pm	Parents Evening	Reception and Year 1 to Year 6 Parents
Friday 18 October	From 3pm	Last Day of Half Term – Normal Finish Times	Whole School
Monday 21 October – Friday 1 November – Half Term			
Tuesday 5 November	8.30-9.30am	Coffee Morning	Year 3 to Year 6 Parents
Thursday 7 November	Morning	Individual Photos	Whole School
Tuesday 12 November	8.30-9.30am	Coffee Morning	Year 1 and Year 2 Parents
Wednesday 13 November	9am	Christmas Show	Lower Kindergarten Parents
Monday 18 November	Morning	Mock Exams	Year 6
Tuesday 19 November	8.25-8.45am	Drop In Session	Year 1, Year 3 and Year 4
	8.30-9.30am	Coffee Morning	LK, UK and Reception Parents
	2.30-3pm	Drop In Session	UK Foxes and Rabbits Parents
	All Day	Flu Vaccinations	Whole School
Wednesday 20 November	Morning	Mock Exams	Year 6
Thursday 21 November	8.25-8.45am	Drop In Session	Year 2, Year 5 and Year 6 Parents
	9am	Reception Christmas Show	Woodpeckers and Owls (Group A) Parents
	2.30-3pm	Drop In Session	UK Badgers, Hedgehogs and Squirrels Parents
Friday 22 November	9am	Reception Christmas Show	Robins and Owls (Group B) Parents
Wednesday 27 November	9am	Dress Rehearsal for Christmas Show	Upper Kindergarten (all UK children to attend)
Thursday 28 November	9am	Upper Kindergarten Christmas Show	UK Foxes, Rabbits and Badgers Parents
	2.30-3pm	Drop In Session	Reception
Friday 29 November	9am	Upper Kindergarten Christmas Show	UK Squirrels and Hedgehogs Parents
	2.30-3pm	Drop In Session	Reception
Tuesday 3 December	All Day	Carol Service Rehearsal	Year 3 to Year 6
Wednesday 4 December	2-3.30pm	Carol Service at St Marys, Loughton	Year 3 to Year 6 Parents
Thursday 5 December	9am	KS1 Nativity Play	Year 1 and Year 2 Parents
Friday 6 December	9am	KS1 Nativity Play	Year 1 and Year 2 Parents
Monday 9 December	Morning	Pantomime in School	LK, UK and Reception
Tuesday 10 December	1-3pm	Pantomime at Millfield Theatre	Year 1 to Year 6
Wednesday 11 December	All Day	Santa's Grotto	Whole School
	All Day	Christmas Jumper Day	Whole School
	All Day	Christmas Lunch Day	Whole School

Thursday 12 December	All Day	Christmas Parties	Whole School
Friday 13 December	Morning	Last Day of Term – 12pm finish	LK, UK and Reception
	Morning	Last Day of Term – 12.15pm finish	Year 1 and Year 2
	Morning	Last Day of Term 12.30pm	Year 3 to Year 6

Monday 16 December – Monday 6 January - Christmas Holiday

Charities

As usual, we will support a number of charities this year, beginning Funky Hair Friday on September 20. We will be raising money for The Little Princess Trust who collect hair to make wigs for children who have suffered hair loss. I am delighted that this fundraising idea has been proposed by one of our pupils in Year 3, Christopher, who donated his own hair to this wonderful cause in the Summer term. We will also be collecting for our local food bank during the Harvest period, an extremely important charity for so many in our local community in the current economic crisis.

Online Safety

Finally, as the nights begin to draw in for Autumn and our children inevitably spend more time on computers and other devices I have copied some useful links for parents about online safety, from Jo Barclay, Head of Safeguarding for Essex. I hope you find them useful:

- [Internet Matters](#) – a not-for-profit organisation set up to empower parents and carers to keep children safe in the digital world. Their support for parents includes a range of downloadable guides covering subjects such as transition to secondary school, Vlogging & livestreaming, online gaming and cyberbullying
- [NSPCC](#) - includes a range of resources to help parents keep children safe when they're using the internet, social networks, apps, games and more
- [Parent Info](#) - from CEOP and Parent Zone, Parent Info is a website for parents covering all of the issues amplified by the internet. It is a free service which helps schools engage parents with expert safety advice, endorsed by the National Crime Agency's CEOP command. This website provides expert information across a range of online harms
- [Parent Zone](#) - offers a range of resources for families, to help them meet the challenges of the digital age, including parent guides on the latest digital trends and platforms.

There are further resources for schools on [Essex Schools Infolink / online safety](#), The Essex Safeguarding Children Board also has a lot of information about [Online Safety \(escb.co.uk\) and parents can be directed to the website.](#)

This promises to be a busy and productive half-term. If you have any concerns or questions you wish to discuss, please contact your child's Class Teacher or Keyworker, Key Stage Coordinator, Senior Leadership member or myself by contacting the school office to arrange an appointment.

I look forward to welcoming you all back to school.

With kind regards

Yours sincerely



Gretchen Copeman
Headmistress

OAK-TREE SCHOOLS is the group name of:

BRAESIDE SCHOOL, BUCKHURST HILL • COOPERSALE HALL SCHOOL, EPPING • NORMANHURST SCHOOL, NORTH CHINGFORD • OAKLANDS SCHOOL, LOUGHTON

HEAD OFFICE ADDRESS: 6 ALBION HILL, LOUGHTON, ESSEX IG10 4RA

GROUP MANAGING PRINCIPAL & DIRECTOR: MR MATTHEW HAGGER B.A. (HONS), M.ED., PGCE CO-DIRECTORS: MR NICHOLAS HAGGER M.A. (OXON), MRS ANN HAGGER CERT. ED.

Oaklands School is the trading name of Oaklands School Ltd; registered in England at 6 Albion Hill, Loughton, Essex IG10 4RA; company number 3654053

