

Woodlands Academy, Hathaway Gardens, W13  
ODH

Head Teacher: Ms C Hasker

Together we Achieve

10th March 2023

Dear Parents/ Guardians,

## RE: School expectations reminder

I am writing to ask for your support in continuing to uphold school expectations with uniform, attendance and punctuality.

### Uniform

Recently, we have noticed that some of our pupils are not coming to school wearing the correct school uniform. We have reminded our pupils in assembly this week about what our school uniform is.

### Uniform Expectations

- Black school shoes (no trainers)
- Plain white shirt/ t-shirt
- Grey trousers or skirt
- Woodlands jumper or cardigan or dark green jumper or cardigan.



**Note: Year 5 swimming day- pupils should wear school uniform and suitable shoes for walking.**

Please make sure all uniform is clearly labelled with your child's first name and year group. Any items found will be put into LOST PROPERTY.

Items of jewellery such as rings, necklaces and bracelets are not to be worn to school. Jewellery worn for religious reasons may be permitted if agreed by the Headteacher. These should not be worn on PE days due to safety. If your child has pierced ears, please use small, smooth stud earrings. Nail varnish is not permitted. Hair must be tied up if below shoulder length.

On their PE days, pupils can come to school dressed in their PE kit (see the list below)

### PE kit must be plain (no designer or sports logos)

- White t shirt
- Black shorts, leggings or jogging bottoms (especially in colder months)
- Black plimsolls or trainers
- School jumper/ black hoodie



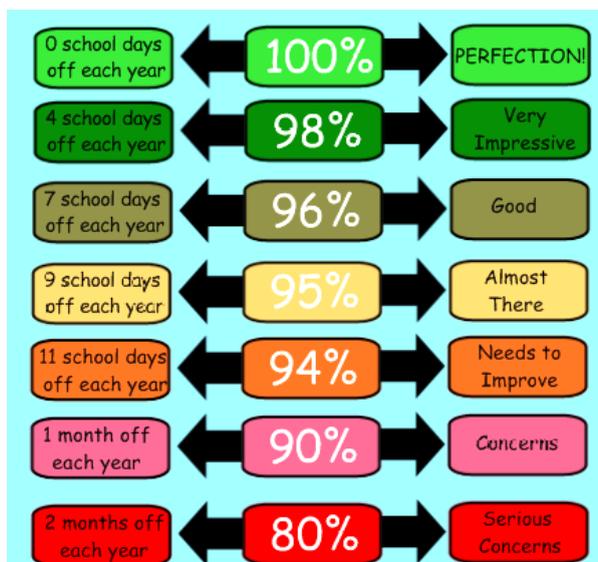
Pupils should wear their PE kit to school and stay in it all day. **NOTE: If your child is attending an After School Sports Club they must bring their PE kit to change into after school.**

**No PE kit= RED  
-5 dojos**



## Attendance

As explained in our new **Woodlands Bulletin** sent earlier this week, we will be sharing fortnightly attendance figures with you. **Our attendance is well below our target of 96.5%.** We ask for your continued support by ensuring that children are in school as much as they can. As shown in the table below you can see how important it is for children to attend school everyday. Pupils find it difficult to catch up with content that they have missed, which can affect their social and emotional wellbeing.



Please try to schedule **medical appointments** out of school hours. We appreciate that this is not always possible, so parents should contact the school office to inform them of any appointments and provide evidence of the appointment.

## Punctuality

Please ensure that your child comes to school on time through the playground gate between 8:30am and 8:45am. We have had an increase in pupils coming late through the office after the gates have closed. This time in the morning is important for pupils to settle into the school and begin their learning.

Also, please ensure you collect your child on time at the end of the day. There are a number of pupils who are not being collected on time which impacts staff as they are unable to attend staff meetings or training sessions which happen when children have left.

Thank you for your continued support,

Ms Moxom

Assistant Headteacher