

Woodlands Academy,
Hathaway Gardens,
W13 0DH

Head Teacher: Ms C Hasker

Together We Achieve

Tuesday 2nd September 2025

Dear Parents & Carers,

Re: Back To School Information

We hope you had an enjoyable summer break. We are looking forward to welcoming you all back to school this week. We are all looking forward to an exciting year ahead filled with great learning and opportunities for everyone.

There have been some works over the summer including a refreshed Early Years Outdoor Area. Our Reception Classroom has also moved slightly but the arrival and collection door still remains the same.

To continue to make the transitions easier in the playground, start and end times will remain the same and the gate will be open from 8:30am- 8:45am. If your child is in Nursery or Reception you may have been informed of different arrangements for the first few days or weeks and should follow that guidance.

The arrangements for the year are as follows:

School Start and Morning Arrivals

- School begins at **8:30am**. We have a soft start in the mornings, so children go straight to their classrooms to begin an **Early Morning Work activity**.
- The **playground gates** will open at 8:30am and close promptly at 8:45am.
- Children arriving after 8:45am will be marked **late** and should come through the **school office**. Lateness can affect attendance, so it's important your child arrives on time.
- Only parents of children in **EYFS and Year 1** (at the start of this half term) should take their child to the classroom door.
- All other children can walk independently from the gate.
- Children with **additional needs** may have individual arrangements.
- All pupils should enter through the **playground gate near the bridge**.

End of the Day

- **Morning Nursery**: Collected from their classroom at **11:30am**. Please enter through the gate by the **school office**.
- **Nursery & Reception**: Collected from their classrooms at **3:00pm**.
- **Years 1, 2 & 3**: Collected from the doors near their classrooms at **3:00pm**.
- **Years 4, 5 & 6**: Collected at **3:10pm**.

Collection Guidelines:

- Please wait for the teacher to see you and call your child to ensure they are dismissed safely.
- If someone other than a parent or regular carer is collecting your child, the **School Office must be notified by 2:00pm** so the teacher can be informed.



- If the school has not been informed of any change, your child will **not** be sent home until we have confirmed with you. The person collecting will need to wait until this confirmation is complete.

Key Information

- If you would like your child to attend the after school care or breakfast club, you can now book this on the app, which will prompt you to pay for all sessions in advance. Breakfast club sessions cost £3 each and After School Care costs £9. Please ask at the School Office for more information.
- JD Football Academy will be running a variety of fun sports clubs for different year groups. You will be able to **book your child's place** through the **School Gateway App** when it opens at the end of the week. We're excited for the children to get active and enjoy these free clubs!
- A reminder of our school uniform details. **Black school shoes must be worn at all times except during PE:** <https://www.woodlands.ealing.sch.uk/about-us/the-school-day/>
- **On PE days, your child must come to school in their PE kit.** The PE timetable is below:

PE timetable

Monday	Tuesday	Wednesday	Thursday	Friday
	Year 5 * (Swimming) Half of the class 8:45-9:15		Year 5 * (Swimming) Half of the class 8:45-9:15 Reception	
Year 4 Year 1 Year 3 Year 5	Year 2 Year 1	Year 6	Year 3 Year 2	Year 6 Year 4

Indoor
Outdoor

*Year 5 will be swimming this term. They will be attending Castlebar School and further information will be sent this week.

Medical needs:

- If your child has any new medical needs, please can you share this information with the School Office as soon as possible.
- Any child who has Asthma needs to have their inhalers in school regardless of how often they are used.

Lunches:

- At Woodlands we offer healthy and balanced hot school lunches. The menu from last term is continuing until October, when new menus will be issued. **As a healthy school, we do not allow unhealthy items in packed lunches (apart from one treat on a Friday). All hot school lunches are balanced and healthy.**
- **All children are now entitled to a free school lunch every day. We would like to encourage everyone to take up this great offer.**

Library: During the first few weeks the library will be set up again for the new term. We hope to send books home in the next few weeks with information on how books will be borrowed and returned from the school library.

School equipment: children will be provided with their own resources to use at school. **Children do not need to bring pencil cases or anything extra into school. These will be sent home if brought in.**

Parents/Visitors

- In the mornings, parents will be unable to talk to their child's class teacher as they will be in class teaching the children during the soft start. You can send an email to the class email address or via the office email address.
- **At the end of the day, parents may be able to talk to their child's class teacher should they need to do so, but we kindly request that you wait until all the children are dismissed safely before approaching the teacher.** If the teacher is not available on the day, you can make an appointment with your child's class teacher through the school office.

We are planning to hold **curriculum meetings** for each year group from Monday 16th September. This is an opportunity for you to meet your child's teacher, learn about the topics they will be covering this year and familiarise yourself with the expectations and routines for their year group.

The sessions will be held straight after school and your children are welcome to attend with you. Dates for each class are listed in the table below:

Monday 8th September	Year 6
Tuesday 9th September	Year 2
Wednesday 10th September	Year 1
Thursday 11th September	Reception
Monday 15th September	Year 3
Tuesday 16th September	Year 4
Thursday 18th September	Year 5

Thank you for your continued support,

Yours Sincerely,

Ms C Hasker
Headteacher