



Braeside School

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HEADMISTRESS

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5 September 2023

Dear Parents

Re: **September 2023 Headmistress's Letter**

I hope you and your families have had a restful break over the summer and have managed some family time. I am very much looking forward to welcoming our pupils back and for some new pupils starting their journey with Braeside.

You will see from our social media posts that we achieved a 99% pass rate at GCSE, which is significantly over the national average. Our pupils did exceptionally well and are off to their new places of study at Sixth Form.

Staff reminders

A reminder that we are joined by Mrs Adams who will be the Junior French teacher as well as covering Year 5 for Mrs Gadd who is still on maternity leave. Mrs Adams will also be teaching Spanish GCSE and Year 7 French to replace Mrs Braithwaite who has retired. Mrs Braithwaite will, however, continue to teach Senior LAMDA. In addition, we will be welcoming Miss Smith, who already works in the Oak- Tree Group, as our new Junior LAMDA teacher and singing teacher.

Assessments

Pupils will be sitting baseline assessments at the start of the term. For Year 10 pupils, this is called YELLIS. For Year 7 pupils, these are called MidYis and for all other pupils, these are referred to as baseline assessments. We will notify pupils when their assessment has been scheduled (usually in the first 2 weeks of the Autumn Term). These are not assessments that can be revised for. They are a snapshot of your child's potential ability on the day, and which staff refer to when planning for the year. If you have any questions about these assessments, please get in touch with Miss Wood.

Uniform

In my July Headmistress' letter, I wrote to you about having the correct uniform this term. This means that seniors must wear black tights. However, I have noted that the weather forecast is predicting very hot weather at the start of the term. Therefore, Senior pupils will be allowed to wear plain white ankle socks **until the 15 September**. Coats must be regulation for Junior pupils and must be plain black or navy for senior pupils. Coats must be long enough to cover the body and **MUST** be waterproof. The uniform list can be found in the Parents Handbook and also on the website.

You will also notice that the Parents' Handbook has been updated to include a ban on nail and eyelash extensions. Unfortunately, we had pupils arrive at school with these after a family event with an appointment to remove these days after the event. Please ensure that your child has these removed before returning to school.

Shoes must be suitable for school and must not be boot or 'Kickers' style and cannot be canvas. You would have already read in the Parents' Handbook **that pupils from Year 5 to Year 11 are permitted to wear one plain stud in the lobe**. Please check your child's ears before the set off for school to ensure that they are wearing a plain stud in the lobe.

Swimming and PE Kits

Please ensure that your child has a clean towel and regulation swimsuit and house coloured hat for their Monday lesson. Pupils from Year 3 to Year 6 will be swimming. **Pupil should come into school in their school uniform (not PE Kit as in previous years)**. This is in response to parents finding the washing and drying of PE kit a challenge during the week. I completely understand. Now is the right time to revert back to wearing PE Kit only on the days that your child has PE.

The School Council requested shorts for senior pupils for PE. We listened to the request and Braeside branded shorts are now available from Forest Casuals for senior pupils. These are an alternative to the skort should your child want to wear these for PE.

Dropping off and collecting your child

School will be open from 8:25am and the register will be taken at 8:40am. Pupils can enter the site between these times. Pupils from Kindergarten and Reception will be dropped off by driving into the front of the school and dropping your child at the Main Entrance where they will be met by staff known to them (and also the Prefect Team attached to the Juniors). Pupils in Year 2 to 6 should be dropped at the Junior Gate on Ardmore Lane. Senior pupils will enter the site from the Senior Gate on Ardmore Lane.

Please remind your child that they must not sit on the pavement or block the pavement waiting for the gate to open.

Collection (if your child is not attending a club) will be at 3:30pm for Junior Pupils. This includes all pupils from Kindergarten to Year 6. Senior pupils will exit the site from the Senior Gate at 3:45pm. Please note that After School Club (tea time club) is only available for junior pupils. Senior pupils are expected to make their way home at the end of the day or after their club has finished.

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 and emergency contact details. You can check the current information we hold on your Parent Portal.

It is a requirement that all schools have at least two emergency contacts, who would be available if needed during the school day. We also need to know if your child's medical information has changed or if they have any food allergies or intolerances. Please ensure that we have this important information by Friday 15 September, including the hospital or GP notes to confirm any medical needs. Parents can update these details by logging onto the portal.

If parents are away for any reason during term time and your children are being looked after by relatives – you should notify the office and class teacher with the name and contact details of the relative in advance, so that we know who has responsibility for your child while you are away.

If you have any questions or concerns about the information, contact the school office and a member of the team will be happy to assist you.

Parent Portals

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

Long Term Medication and medical information

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. It is imperative that we have the most up to date medical information to support your child at school. Please ensure that you have informed us of any changes prior to your child starting school on Wednesday 6 September.

Parents' Evening and Curriculum Mornings

Parents' Evening and meeting dates should be published on the school website for all years. Please make a note of these. In addition, there are some information evenings for GCSE pupils starting their studies and applying to Sixth Form. These will be in person in the hall and information regarding these will follow.

Homework

A homework timetable will be available to you via the portal at the start of term. This is to help Senior pupils to plan and manage their time effectively. In addition, pupils in the Seniors will be using Show My Homework to view their homework (parents can view this too) and track their progress towards their deadlines. There is also a chat function where they can liaise with their teachers directly if they have any issues accessing the homework.

A reminder that Mr Masood is the administrator for Show My Homework, so please ask your child to seek his assistance for password and other Show My Homework related issues. If your child is in Year 7, they will have a pupil and parent password given to them at the start of term. If your child is new, they will also receive this log in at the start of term.

Junior homework will be set by the class teacher or specialist teacher and this will appear on Seesaw. You will already be familiar with this application. If your child does not have a password yet, they will be given this at the start of term. Parents also have a parent log in.

Congestion

A polite reminder that Ardmore Lane is a residential road and is also a cul-de-sac. We have worked closely with our neighbours over the past year to resolve the congestion that often comes with the start of a new term. Please do not park over residential drive ways. Please do not park with your wheels on the pavement as this causes a safety risk to pupils and residents.

Please do not park or wait on any yellow lines that are marked in the road. We found that parking in quieter roads around the site (and then walking to the entrance or gate) was the safest and most harmonious drop off and pick up.

The return to school – pupil well-being

Some pupils may find the start of the new year quite daunting. We are incredibly excited to welcome new pupils to the school this week and I know that our current pupils and staff will warmly welcome them. On 6 September, the emphasis in the morning will be discussing routines, staff changes (which are minimal) and settling back into school life after a period of time away from school.

If your child has any questions, queries or worries, please encourage them to speak to their class teacher or form tutor in the first instance. Mrs Spencer will also be available in the mornings to speak to pupils to help them return to school in the most positive way. Miss Barrett is the assistant head with pastoral responsibilities – again, please contact her if there are any concerns about your child starting the Autumn Term.

Dates for the Diary

Please make a note of the following dates for this term:

Wed 6 Sep	First day of Autumn Term
Fri 8 Sep	Year 7 Ninja Warriors
Tue 12 Sep	Year 10 GCSE Information Meeting Year 9 D of E Assembly Individual Photographs
Wed 13 Sep	Year 1-6 Curriculum Information Meeting
Thur 14 Sep	RWI Meeting for Parents Year 3 Summit Rock
Tues 19 Sep	Year 11 Parents 6th Form Meeting Year 1 & 2 Girls Football Festival
Wed 20 Sep	Year 7 Expectations Meeting
Thur 21 Sep	Year 9 & GCSE Students We explore Drawing Workshop Year 7 Netball Vs CHS – Away
Fri 22 Sep	Jeans 4 Genes Day
Tue 26 Sep	Year 3 & 4 Girls Football
Wed 27 Sep	KG -Year 6 Drop in morning Year 3 & 4 Netball @ Oaklands
Fri 29 Sep	Year 1 & 2 Mixed Football
Mon 2 Oct	Mental Health Week
Tue 3 Oct	Year 7 & 8 Senior Reports Meeting
Wed 4 Oct	Year 9,10 & 11 Senior Reports Meeting Year 2 & 3 Ray Park
Fri 6 Oct	Year 5 & 6 Girls Football

If you have any questions, please do not hesitate to get in touch with myself or Miss Wood. We are all looking forward to welcoming your children back into school tomorrow.

With kind regards

Yours sincerely



Chloe Moon
Headmistress



OAK-TREE SCHOOLS is the group name of:

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

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