



Watton Westfield Infant and Nursery School, West Road, Watton, Norfolk, IP25 6AU

<http://watton.corvuseducation.com>

Tel: 01953 882669 Fax: 01953 881602 Email: [office@westfield.norfolk.sch.uk](mailto:office@westfield.norfolk.sch.uk)

Trust Lead: Mrs A Lightbown

Executive Headteacher: Mrs H Kemp

18th July 2022

Dear parents and carers,

As you are aware, we are now learning to live with Covid-19, but following your replies to the annual parents and carers questionnaire, I have some important information to share with you.

Westfield has always had a slightly staggered start and finish times to allow Nursery and Reception children to enter and leave the site whilst it is less busy, therefore these timings will remain for September:

Year Group / Class	Start Time	Finish Time
Part time Monkey Nursery children	8.30am or 12.30pm	11.30am or 3.30pm
Reception	8.40am	3.10pm
Key Stage 1 (Yr1 & Yr2)	8.50am	3.20pm
Hedgehog Nursery & 30hr Monkey children	9.00am or 12.00pm	12.00pm or 3.00pm

**For Early Years**, Nursery children come to the **main front door for Monkeys** class and **Hedgehogs front door** for the 2-year-old nursery. **Reception children will enter via the double doors directly into the hall.** Class staff will meet you at the door where you will hand over. Parents do not come into the classrooms. Thank you.

**Key Stage 1** children will be **met at the playground gates** by an adult from KS1 who will direct them to their classroom. Giraffes, Parrots and Penguins will need to enter via the right-hand gate and Cheetahs, Meerkats and Elephants will need to enter via the left-hand gate.

Please ensure your children arrive on time as it can be very unsettling for them to be late and also disrupts other children who will have started their morning learning.

KS1 children can play together at morning and lunchtime breaks. Reception classes will be able to play together at lunchtime play.

**Lunchtimes:** Multiple classes eat together in the hall. Parrots class, Reception and Nursery will be the first sitting and the remaining KS1 classes will be the second sitting.

**Collective worship (assemblies):** will take place in the afternoon in the hall 3 days a week for KS1 (2 days in class), with Reception joining in the hall in the spring term.

**PE:** all KS1 children will continue to need to arrive in their PE kit on their PE days. We will advise you of these days in September.

Being able to dress themselves is part of the curriculum for Reception children, therefore, we would like them to bring their PE kit to school in a PE bag and leave it here for a half term before bringing it home for washing.



Registered in England & Wales No 10523505. Registered office: Manor Road, Long Stratton, Norwich NR15 2XR





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For PE, please ensure your child wears black joggers or shorts appropriate for the weather (shorts only for gymnastics), trainers and their house-coloured PE shirt or sweatshirt available with the logo from Birds of Dereham, or without the logo from other retailers. **No hoodies.**

**Reading:** Once again, the PTA are kindly purchasing the GoRead app for each child in the school, this proved very popular in the responses to the parent questionnaire, it supports the children well and cuts down on paperwork/books going daily between home and school.

**Breakfast and After School Club:** We continue to offer wrap around care from 7.30am and 6pm. Places are charged at £4.00 per hour and are limited on a first come, first served basis. Places must be booked in advance online at <https://wattonwestfield.magicbooking.co.uk/>

If you need to speak with the school office, you can come to the main front door during the busy drop off and collection times and be let into the lobby. The telephones are always very busy before 9am and you may wish to contact the office by email or look on the school website for answers to routine questions. **Absence should always be reported to the office via phone or email by 9am**, but for any other queries, you may wish to contact the class teachers direct on ClassDojo.

Thank you for working with us this year, I know it has again been a very difficult year for children, parents and staff. However, we have continued to put the children first in all that we do and with your support, we have been able to help the children all achieve the best they can, and above all have fun and enjoy their learning.

I wish you all a safe and enjoyable summer holiday and I look forward to seeing you in September.

Yours sincerely,

Mrs Helen Kemp

Executive Headteacher



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