



## TO THE PARENTS OF FOUNDATION

Dear Parents,

Monday 27<sup>th</sup> October, 2014

As mentioned in our previous newsletters, this **Thursday 30<sup>th</sup> October is our Parents Day.** This is an opportunity for you to come in and discuss the progress of your child with their class teacher.

They are 10 minutes interview slots beginning at 8am and finishing at 2pm. **THERE IS NO SCHOOL FOR CHILDREN ON THIS DAY.** If you have not yet made an appointment, please come in and make one or ring the school office to arrange a suitable time.

I would also like to point out the following reminders:

- **Foundation After School Nursery** - This runs daily from **1:15 until 2:15pm.** If you are wanting to use this service and **your child is the only child at Oxford Academy you must pay the 25KD monthly charge. Please note the finishing time for Nursery is 2:15, not 2:30pm.**
- **Lateness:** I am currently collecting the data on all children arriving at school late, and am beginning to see a trend with some children having been late more than five times already this term. **As we have highlighted in previous newsletters, it is very important that your child is at school on time to begin learning at 7:30am.** These children arriving late, are disrupting the teacher, their classmates and missing the beginning of the day routines. I urge you to be aware of the traffic in the mornings, and allow enough time to get your child/ren here on time.
- **End of Day Pick Up Procedure:** I thank you for your support, co-operation and compliance with our new end of the day pick up procedure. It appears to be working very successfully and we do not have the congestion on the stairs anymore. **Please remember, every day you walk across the yard, go up the stairs nearest the bus gate, collect your child from their room and go down the stairs closest to the office.** This allows all parents to be moving in the same and only one direction.
- **School Uniform:** All children should now be in the correct school uniform. All sizes are available in our Uniform Store, so please purchase any items of clothing you need. Please also note that children are to wear the blue school sweatshirts/jackets and are not permitted to wear different coloured sweatshirts/ jackets. Thank you for your co-operation in this matter.

All the Foundation teachers are looking forward to meeting with you on Thursday and we thank you for your continued support.

Kindest regards,

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Ms Clare Howarth – Head of Foundation