



1st September 2025

Dear Parent/Carer,

New Academic Year – Important Information

We hope you are well and you had a good summer break!

We are busy preparing for another successful year at Westbourne, so please find below some important information to help you prepare for the start of the academic year: Wednesday 3rd September 2025.

Attendance

Attendance is mandatory (and a parental duty) – we expect all children to be at school, unless they are unwell. Attendance is vital for the children's education, socialising and overall well-being, including their economic prosperity and long-term health – children benefit hugely from being at school!

School Day: Start/finish times and gate arrangements

Please note the school gate times. The children can arrive **between 8:40am and 8:45am**. Please be punctual and swift at drop-off and pick-up times; we kindly request that parents minimise congestion around the school site and are considerate of residents when parking. Please also pay attention to the safety of children and other pedestrians. School timings are as follows:

Reception will finish at 3:05pm; Y1 and Y2 will finish at 3:10pm; Y3-6 will finish at 3:15pm.

Y1s ONLY: On the first day only – Wednesday 3rd September – please can the Y1 children be dropped off slightly earlier at 8:30am (Main Gate), so they can have a quieter start to the school year.

Punctuality – BE ON TIME

We expect the children to be on time every day. **The gates are open between 8:40am – 8:45am.**

The gates will be closed at 8.45am and parents will need to use the Main Gate intercom to the office for access if they are late. Please make sure you are on time, so that children are not late to start the day, missing out on important learning!

School Uniform

Children can wear their summer school uniform until October Half Term: black school shoes/plain black trainers, no tie, white polo shirt, blue and white checked dress. Please refer to our website: <https://westbourne-primary-school.secure-primariesite.net/school-uniform/>. We will insist on **black school shoes/plain black trainers** being worn with uniform, and **trainers on PE Day only**. No jewellery is permitted (apart from stud earrings and a watch – no smart watches please).



P.E. and P.E. Kit

We will continue with the highly successful current P.E. arrangements; on P.E. days only, the children must come into school wearing their Westbourne P.E. kit (in which they will stay all day). The school's P.E. kit comprises of: a **plain white** T-shirt (with or without Westbourne logo), loose-fitting **navy** shorts (tight cycling/lycra-style shorts are not suitable or appropriate), **navy** jogging bottoms, **school jumper** and a pair of **trainers**. Parents will be informed on which days their child has P.E. before Monday 8th September (no PE this week).

Items to bring into school

In September, please remember to bring into school a named book bag (Infants) or rucksack (Juniors). Please include:

- a named water bottle;
- a coat and a jumper/cardigan (every day unless it is very warm);
- a lunch box if applicable.

Meet the Teaching Team

Starting in the **first week back in September**, there will be an opportunity to meet with your year group Teachers and Learning Support Assistants, and find out about expectations, routines and exciting curriculum planning for the term ahead. The 30' meetings will be held in the Main Hall. Here are the dates:

Year 6 meeting: Friday 5th Sep at 2:30 – 3pm **Year 5 meeting:** Monday 8th Sep at 2:30 – 3pm

Year 4 meeting: Tuesday 9th Sep at 2:30 – 3pm **Year 3 meeting:** Wednesday 10th Sep at 2:30 – 3pm

Year 2 meeting: Thursday 11th Sep at 2:30 – 3pm **Year 1 meeting:** Friday 12th Sep at 2:30 – 3pm

We will continue to rely on your continuing support to help them settle in and enjoy their time at school – thank you.

We look forward to seeing the children back at school on Wednesday 3rd September 2025!

Yours faithfully,

Mr Miracapillo
Headteacher

School Gate Arrangements are on the next page



School Gate arrangements

Please make a note of the correct gates as drop-off and pick-up are sometimes at different gates

Year Group	Class	Entrance Gate	Exit Gate (time)
Nursery	Nursery	Nursery Gate	Nursery Gate
Reception	Avon	Reception Gate	Reception Gate (3:05pm)
Reception	Ember	Reception Gate	Reception Gate (3:05pm)
Reception	Thames	Reception Gate	Reception Gate (3:05pm)
Year 1	Cherwell	Main Gate	Main Gate (3:10pm)
Year 1	Ribble	Main Gate	Main Gate (3:10pm)
Year 1	Waveney	Main Gate	Main Gate (3:10pm)
Year 2	Beverley	Main Gate	Reception Gate (3:10pm)
Year 2	Eden	Main Gate	Reception Gate (3:10pm)
Year 2	Mole	Main Gate	Reception Gate (3:10pm)
Year 3	Fleet	New Build Gate	Reception Gate (3:15pm)
Year 3	Kennet	New Build Gate	New Build Gate (3:15pm)
Year 3	Mersey	Main Gate	Nursery Gate (3:15pm)
Year 4	Dart	New Build Gate	Reception Gate (3:15pm)
Year 4	Lea	New Build Gate	New Build Gate (3:15pm)
Year 4	Tay	Main Gate	Nursery Gate (3:15pm)
Year 5	Medway	Main Gate	Main Gate (3:15pm)
Year 5	Tweed	New Build Gate	New Build Gate (3:15pm)
Year 5	Tyne	New Build Gate	Main Gate (3:15pm)
Year 6	Derwent	Main Gate	Main Gate (3:15pm)
Year 6	Trent	New Build Gate	Main Gate (3:15pm)
Year 6	Wandle	New Build Gate	New Build Gate (3:15pm)