



Horsley CoE (VA) Primary School
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Dear Parents and Carers,

As we begin a new term and a new year, we would like to take this opportunity to thank you sincerely for the many Christmas cards, kind messages and generous gifts that staff received before the break. These gestures are never expected, but they are always deeply appreciated and mean a great deal to us. It is lovely to know that our work with your children is valued, and we are very grateful for your thoughtfulness.

With the new year comes a fresh start, and we would like to remind families how important a prompt start to the school day is. We have noticed an increasing number of children arriving late, sometimes due to tiredness after a lie-in. Being ready and punctual for school is an important life skill, helping children develop good habits that will support them well beyond primary school. The first part of the day is one of the most valuable learning times, with children going straight into phonics or structured early work from 8.45am. To help every child make the most of their learning, we would love all children to arrive ready to begin at 8.45am. Children should only be kept at home if they are genuinely unwell.

We would also like to clarify roles within our Senior Leadership Team. In Mr Price's absence, Mrs Everett and Mr Feldon are sharing the Co-Headship, and as such are wearing several "hats". Please respect the different aspects of their roles. Families are very welcome to email them directly regarding SEND or non-class-based matters; however, for any class teacher queries, these should continue to be sent via the school office, as with all other teaching staff. Mrs Everett's SEND day is Thursday, and while she will always try to respond at other times, we kindly ask that families are respectful of this. We have also noticed an increase in emails being sent late in the evening (the current record is 11.10pm!). Both Mrs Everett and Mr Feldon are extremely diligent and do not want to miss anything urgent or safeguarding-related; however, if a matter is not urgent, we ask that emails are scheduled to arrive between 8.00am and 5.00pm.

Finally, we are very excited to welcome everyone back for the new year. The first week is full of lovely learning opportunities, including our Epiphany-themed activities, and the children have lots to look forward to as the term gets underway. We are very much looking forward to another happy and productive term together.

Thank you, as always, for your continued support.

Mrs Everett and Mr Feldon
Co-Heads of School

