



London Borough of Havering
ENGAYNE PRIMARY SCHOOL

Mrs S Sankey: Headteacher
01708 223492

Dear Parent/Carer

Thank you for choosing Engayne Primary School as your child's first school. We look forward to meeting and working in partnership with you. We hope it's not too long until we can meet you and the children.

Firstly, due to the current global situation we are in re social distancing and the school only being open to certain children we will do our best to make sure your child has the best start to school as possible. Once we have more information we will create a plan.

I completely understand that you might be anxious about your child starting school this year. We will adapt how we do things so the children feel supported and part of our school as quickly as possible. Try not to worry and trust us professionally. We really do care and will do what is best for each individual child. Children are far better than we think sometimes about being resilient and adapting.

We normally have a parent meeting in June. This will NOT take place. On our school website we are adding information to a new intake tab <https://engayne.co.uk/new-intake/>

We will add as much information as possible. Luckily we have a high number of siblings starting school this year so many of you already know procedures.

To completely new families and children to Engayne ONLY – Miss Pumfrett who is the leader for early years or myself will call parents if you request this. Please email contact@engayne.co.uk with FAO Miss Pumfrett / Mrs Sankey by 18TH May 2020. When Miss Pumfrett calls it will be a withheld number, so please answer.

Each child will be given an Engayne book bag which is a gift from the EPFA (Engayne Friends and Family Association). Inside is some information you will need. You will be emailed and asked to collect this at some point from the school gate/ office. On the book bag it will have your child's house and class.

Avon – Miss S Hancock/ Fleet – Miss E Jupp / Trent – Miss R Pumfrett

We are currently communicating with pre-schools and sorting out classes. You cannot request which teacher you would prefer.

It is a statutory requirement for the school to see your child's birth certificate. Some of you have already kindly emailed in a scanned copy. We will however, need to view the original once the school is open. We would also appreciate a current photograph of your child with their name on the back for display purposes. This can be brought to school when hopefully picking up the book bags.



Before starting school part-time in September you and your child are NORMALLY invited for a one-hour play visit. During the play visit parents/ carers will be able to meet with the Foundation Stage leader and the child's class teacher as a group. Children can wear their ordinary clothes to the play date. However, we will let you know if this will go ahead once we know more.

Again NORMALLY in September the children will be part time for two weeks from Monday 7th September until Friday 18th September. **The children will start full time on Monday 21st September 2020.**

As the Government has introduced the free school meals for infants please avoid sending in a packed lunch so they get to try a meal each day for a week. Your child will be entitled to a free school meal each day from September. **Please apply for the Pupil Premium grant as this means money for your child within school to support their learning.**

Morning sessions are for children born **after** 1/3/16

Afternoon sessions are for children born **before** 28/02/16

Breakfast club can start on Monday 21st September, not before.

	AM session	PM session
Monday 7 th September – Friday 11 th September	9:30-12:15 with a hot free school lunch.	1:00-3:05 no lunch
Monday 14 th September – Friday 18 th September	9:30-11:45 no lunch	12:30 – 3:05 with a hot free school lunch

This will go ahead if we can. It will only change if we are told by the government about a phased opening/ reduced child numbers.

I look forward to meeting you all at some point. Please email the school with any queries. I can't answer about future planning until at least the end of June. We will need to prioritise opening to current pupils first.

With very kind regards Mrs Sankey

Mrs Sara Sankey

Headteacher