

3<sup>rd</sup> September 2025

Dear Parents and Carers,

### Welcome Letter from the Headteacher

I am delighted to introduce myself as the new Headteacher of Tadley Community Primary School. It is a privilege to join such a vibrant, happy and caring community, and I look forward to working in partnership with you to ensure the very best outcomes for your children. I look forward to getting to know you and your children better and ensuring we have a safe, welcoming school with kindness and respect at the heart of what we do.

If you have any concerns or ideas that you wish to share, do not hesitate to contact the school. Please keep an eye out in the weekly newsletters for ways in which you can get involved and for opportunities to share your views on the school.

As we prepare for the start of the new academic year, I would like to share some essential information to help ensure a smooth and successful transition back to school.

#### **Start and Finish Times**

Gates Open: 8:40am, Thursday 4<sup>th</sup> September

Registration: 8:50am

If a child arrives after school registration (8.50am), they should enter through the main entrance. The side gate will be locked from 8.50am to 3.15pm.

School finishes at 3.20pm for Year R, 1 and 2. Year R will leave via their classroom fire door. Year 1 will leave from the main entrance and Year 2 should be collected from the playground doors/ramp via the side gate.

School finishes at 3.25pm for Year 3, 4, 5 and 6. Year 5 will leave via the main entrance. Year 3 and 4 can be collected by parents from their classroom via the side gate. Year 6 leave from the main door and year 5 is on the side playground.

Please ensure your child arrives promptly to support a calm and settled start to the day.

**Reception Children** will have a slightly staggered start during their first few days to help them settle in (Monday 8<sup>th</sup> September).

### **Uniform Expectations**

We take pride in our school uniform, which reflects our values and sense of belonging. Please ensure your child wears:

Navy blue sweatshirt or cardigan with or without the school logo

Blue polo shirt

Grey trousers, skirt or pinafore

Black school shoes or plain black trainers (no obvious logo)

PE kit: House-coloured t-shirt, navy shorts, black plimsolls/trainers (no obvious logo)

All items should be clearly labelled with your child's name.

More information on uniform can be found here: [School Uniform | Tadley Community Primary School](#)

Please send your child in with a labelled water bottle so they can stay hydrated all day.

### **Smart Phone Free Reminder**

A polite reminder of the smartphone free policy at Tadley and within Hampshire, from September 2025, only Year 6 pupils can bring a smartphone to school, and hand them into the school office on arrival. A consent form needs to be completed by parents before a child brings their phone to school.

From September 2026, no pupils can bring a smartphone in to school. What's the alternative for Years 5&6 pupils? Only brick phones are allowed. Remember, no phones for those in Years R-4.

### **Absence Procedures**

If your child is unwell or unable to attend school:

Please contact the school office before 9:00am on the first day of absence.

You can call us on 0118 981 3805 or email: [adminoffice@tadley.hants.sch.uk](mailto:adminoffice@tadley.hants.sch.uk).

For planned absences, please complete a leave of absence form in advance.  
Regular attendance is vital for your child's learning and development.

For further information please see the school website for an overview of key information:  
[Essential Information for Parents | Tadley Community Primary School](#)

I would also like to thank the PFTA and AWE volunteers for their efforts over the holidays to help improve our site. More information will be shared in the newsletter.

I am very much looking forward to meeting you all and working together to make this year a happy and successful one for every child. Please do not hesitate to get in touch if you have any questions or concerns: [adminoffice@tadley.hants.sch.uk](mailto:adminoffice@tadley.hants.sch.uk) .

Warm regards,

A handwritten signature in black ink, appearing to read 'Joanne Bruce-Carter', written in a cursive style.

Mrs Joanne Bruce-Carter  
Headteacher  
Tadley Community Primary School