

13<sup>th</sup> October 2024

Dear Parents/Carers,

I hope that this letter finds you well and that you have had an enjoyable weekend. I am writing to you with some key updates.

Open Evening on Thursday 17<sup>th</sup> October – Early Finish Thursday/Late Start Friday

On Thursday evening from 5pm to 7pm we will be hosting our annual Primary Transition Open Evening. As you will know I'm sure, this evening is an opportunity for the school to showcase what we do to parents and carers of Year 6 children.

It takes a while to prepare the school for the evening, and also time to put it back to normal ready for lessons again the following day. Consequently, we will have an early finish on Thursday and a late start on Friday.

- School will finish at 1.15pm on afternoon of Thursday 17<sup>th</sup> October
- School will start at 9.30am on the morning of Friday 18<sup>th</sup> October

There will be no lunch served on Thursday, but packed lunches will be available for collection from the dining hall for those students who are eligible for free school meals should they wish to have one. Apologies for any inconvenience caused.

Communication Between School and Home

At Highgate Wood we value our relationships with parents and want to ensure that we work together harmoniously for the benefit of our young people. We also value and promote the 4Cs for everyone. When it comes to communications between school and home courtesy and consideration are the most relevant. Our expectation is that all staff who communicate with parents and carers model and demonstrate the 4Cs at all times. We have the same expectations of our parents and carers when communicating with staff, be it in person, on the phone or in an e-mail.

We have had some occasions in recent times where a few parents/carers have fallen short of those expectations. This is not fair on hardworking staff and in some cases sets a bad example for the young people. With that in mind I would like to bring all parent's and carer's attention to the Communications Protocol that we ask everyone to respect. The link to this is below.

<https://hws.haringey.sch.uk/wp-content/uploads/2019/05/Communication-between-staff-and-parents-policy.pdf>

If you have any queries about this, please contact Mr Hartley.



### Community Languages

If you have any questions about community languages please find the information in the exams handbook or on the school website: <https://hws.haringey.sch.uk/wp-content/uploads/2019/05/Community-Languages-procedure.pdf>.

Please note, we don't start to look at this information until November.

### New PE Instagram Account

Our PE department have recently launched a new account on Instagram. The purpose of the account will be primarily to showcase and celebrate the consistently wonderful achievements of our students in the PE department and to share information regarding extra-curricular. You can follow the page one of two ways:

- 1. Scan the QR code (attached to the email) and this will open the page automatically.**
- 2. Search the page via username: highgatewoodschoolpe (all lower case)**



### A Request for Help for External Funding

Given the current financial challenges facing schools, I am asking if any parent has any contacts that might be useful to gain some more funding for the school to help our students. Perhaps you yourselves or a friend or family member know someone in a company / Livery company / charity that make charitable donations to schools that you can put us in touch with? If so, please email Mr Hartley ([aha@hws.haringey.sch.uk](mailto:aha@hws.haringey.sch.uk)) with details, any help would be much appreciated.

### New Arrangement for Teaching Groups from September 2025

You will be aware that in my previous letter on the 15<sup>th</sup> September I announced that Highgate Wood School along with the four other community secondary schools has taken the decision to increase class sizes from 27 to 30 from September 2025.

Schools receive central funding from the Department of Education (the 'National Funding Formula'), based on the assumption that schools are organised on class sizes of 30. This will bring us in line with the rest of the country and all the academies and primary schools in Haringey and relieve some of the current pressure on the school budget.



We will be holding an information evening at the school on **Monday 21<sup>st</sup> October at 6.30pm in the Main hall** for parents who want to understand more about why we have made this change, what the implications are, and also to provide a chance for you to ask any questions.

... And Finally

*Every day is a fresh start,  
wake up with a **thankful heart**.*



Thank you all for your continued support. I wish you and your families all the best for the coming week.

Regards

A handwritten signature in black ink, appearing to read 'Cozier'.

Patrick Cozier  
**Headteacher**