

Woodford Green Primary School

Newsletter – Friday 16th January



Dear Parents and Carers,

I hope everyone has had a lovely week and have been able to brave the wet weather. By now, you will have noticed that all clubs have restarted this week. Our aim is to ensure that all children have the opportunity to be involved in at least one club. To ensure that we are successful in this, parents whose children have not attended the club they are assigned to will have been contacted by the school to confirm that they still wish to attend. We understand that there will be some occasions when your child is unable to attend due to appointments, however if there is a repeated pattern of non-attendance, we may have to remove that child from the list and offer the place to another child. If you receive a phone call from us of this nature, then we ask for your understanding and patience as it is our aim to make the best use of the capacity that we have to offer.

This morning there was a Coffee Morning for e-safety. The children are often made aware of the risks and issues related to online gaming and interacting online in general. You will also have received some information about the added risks of playing online games such as Roblox and Playstation. I do ask that these are read carefully and thoroughly so that you are aware of how these platforms work, but also how they are exploited for more malevolent purposes.

On the 26th January, the Local Governing Body (LGB) will be meeting to discuss the progress and work of the school. *'The work of the Local Governing Board is very important to the school. The board is responsible for holding the school to account and therefore it is essential that all members of the board are committed to their role, attend training as necessary to continually develop their knowledge and develop a good understanding of the strengths and weakness of the school in order*

to work with the senior leadership team to ensure continuous improvement.' (Marcia Douet - Chair of Arbor Academy Trust)

If you are interested in becoming a governor, please read the letter on the next page and make contact accordingly. We are also looking for parents to join our Parent Council who meet on a termly basis to discuss particular areas of the curriculum. Parental engagement and involvement are vital to the success of our school as we look to sustain and build on our wonderful achievements. If you have the time to commit (Thursdays, once per term from 9-10:15am) then please do get in touch with Kelly in the school office.

Have a warm and relaxing weekend
Richard Barker

Diary Dates – Spring Term 1

January	
Friday 23 rd	Nursery parent's coffee morning. Starts at 9am.
Friday 23 rd	Waltham Forest Fun Run. Chosen children to attend can wear fancy dress for the race. Please remember to pack a spare pair of shoes and socks along with their school uniform in a separate bag.
Friday 30 th	Literacy coffee morning. Starts at 9am.
Friday 30 th	Interschool Choir competition. More detail to follow.
Friday 30 th	Instrumental reports to parents.
February	
Wednesday 4 th	Years 1 and 3 Bring your parents to school morning. 9am until 10am.

**Woodford Green Primary School Local Governing Board
Trust Board Appointment Vacancies**

Dear Parents/ Carers and friends of Woodford Green Primary School,

Arbor Academy Trust Board is looking to supplement the Local Governing Board of Woodford Green Primary School with individuals able to offer skills and expertise to assist the further development of our highly successful school.

The Trust Board wishes to ensure the majority of the membership of the Local Governing Board is parents of children in the school however these appointments are not restricted exclusively to parents as we look to reflect wider aspects of our local community.

The work of the Local Governing Board is very important to the school. The board is responsible for holding the school to account and therefore it is essential that all members of the board are committed to their role, attend training as necessary to continually develop their knowledge and develop a good understanding of the strengths and weakness of the school in order to work with the senior leadership team to ensure continuous improvement.

All Trust Board appointments are subject to an enhanced Disclosure and Barring Service check (DBS) check. You will be required to disclose any criminal convictions you may have. These will not necessarily bar you from holding office as it will depend on the nature of the conviction. The school's safeguarding officer will provide you with the form to complete and any further information you may require.

If you are interested in this role please go on to the:-

Arbor Academy website – Governance and Policy and research the relevant information.

<https://arboracademytrust.co.uk/about-us/governance/>

Then, on reflection, consider the skills, knowledge, understanding and/or expertise you can offer. If you wish to nominate yourself please write a letter of application addressing these points and email it to Marcia Douet, Chair of Arbor Academy Trust c/o Jason Cook at jason.cook@arboracademytrust.co.uk

The appointments will be made following interviews. Candidates will be informed of the interview arrangements on receipt of the letter of application.

Yours sincerely,

Marcia Douet
Chair of Arbor Academy Trust

Weekly Attendance

Class weekly and yearly attendance will be shown every week. The school expected attendance is **98%**. The class with the best attendance each term will receive a special lunch.

Please make sure that you ring the school office every day that your child is absent. You can leave a message on the absence line.

Our gates open at 8:40am and close at 8:55am. Please make sure that you are on time to minimise the impact of your child's learning. Late arrivals disrupt the timings of the mornings, and they will miss vital input of lessons.

The first weeks are vitally important in setting the right tone and expectation for learning. It is in that light that I ask that every effort is made to ensure that your child's attendance is as high as possible. Data released by the government shows how consistently high attendance correlates with high attainment. Attendance must be 98% or higher and we expect to work with all parents to achieve it.

Year Group attendance – Week beginning 06/01/2026

Year Group	Class Name	Weekly Attendance	Year to Date attendance	Year to Date Persistent Absence %
Reception	Sycamore	100%	96.5%	3.3%
Year 1	Redwood	97.8%	95.1%	8.7%
Year 2	Pine	96.3%	95.9%	9.4%
Year 3	Teak	91.3%	95.1%	13.3%
Year 4	Cherry	96.7%	96.8%	6.7%
Year 5	Chestnut	87.9%	94.6%	16.1%
Year 6	Ash	97.9%	96.8%	3.3%
Whole School		95.3%	95.8%	8.7%

<https://www.gov.uk/school-attendance-absence>

Certificate winners

Stars of the Week			
Elm Kaynon Beatrice	Sycamore Nathan Arthur	Redwood Corina Kayla	Pine Shay Rahul
Teak Rahim Lila	Cherry Nevaeh Ayla	Chestnut Amaan Daria	Ash Khamani Eugenia
Caught Being Kind			
Elm Keyansh	Sycamore Poppy	Redwood Luan	Pine Arianna
Teak Lilly	Cherry Raymond	Chestnut Mason	Ash Kayla
Writer of the Week			
Elm Idris	Sycamore Beau	Redwood Amine	Pine Joseph
Teak Olivia	Cherry Jack	Chestnut Anayle	Ash Tyrell

HOLIDAY CLUB

Dear Parents/Carers,

We will be holding Holiday Clubs throughout the academic year and invite parents to sign up. Please use the table below and take note of the closing date for sign up.

Places will be allocated on a first-come, first-served basis and will depend on staff availability. The club will include a range of activities, for example cooking, sports, and arts and crafts.

The clubs will be led by school staff members. There will be at least one staff member from one of the Arbor schools and there will always be a designated safeguarding lead on call at all times. Usual safeguarding procedures will apply.

Please sign up on the link below.

<https://docs.google.com/document/d/1G0HQ2qyRhsmVBeFoVgb2fkx0EasFrgGuLyUo9LSa3-Y/edit?tab=t.0>

Year 2 Clay Modelling



Wednesday 4th February
Bring your parents
to school morning
for Years 1 and 3
Starts at 9am and
finishes at 10am.

Winter clothing

As the weather gets colder, please remember to send your child to school each day with a **warm winter coat**. We go outside whenever possible for play and fresh air, even during the winter months, so having a coat helps keep everyone **warm, comfortable, and healthy**.

Please also label coats clearly with your child's name to help us return any misplaced items. Thank you for your support in keeping our students cosy this winter!

Board games – Year 5

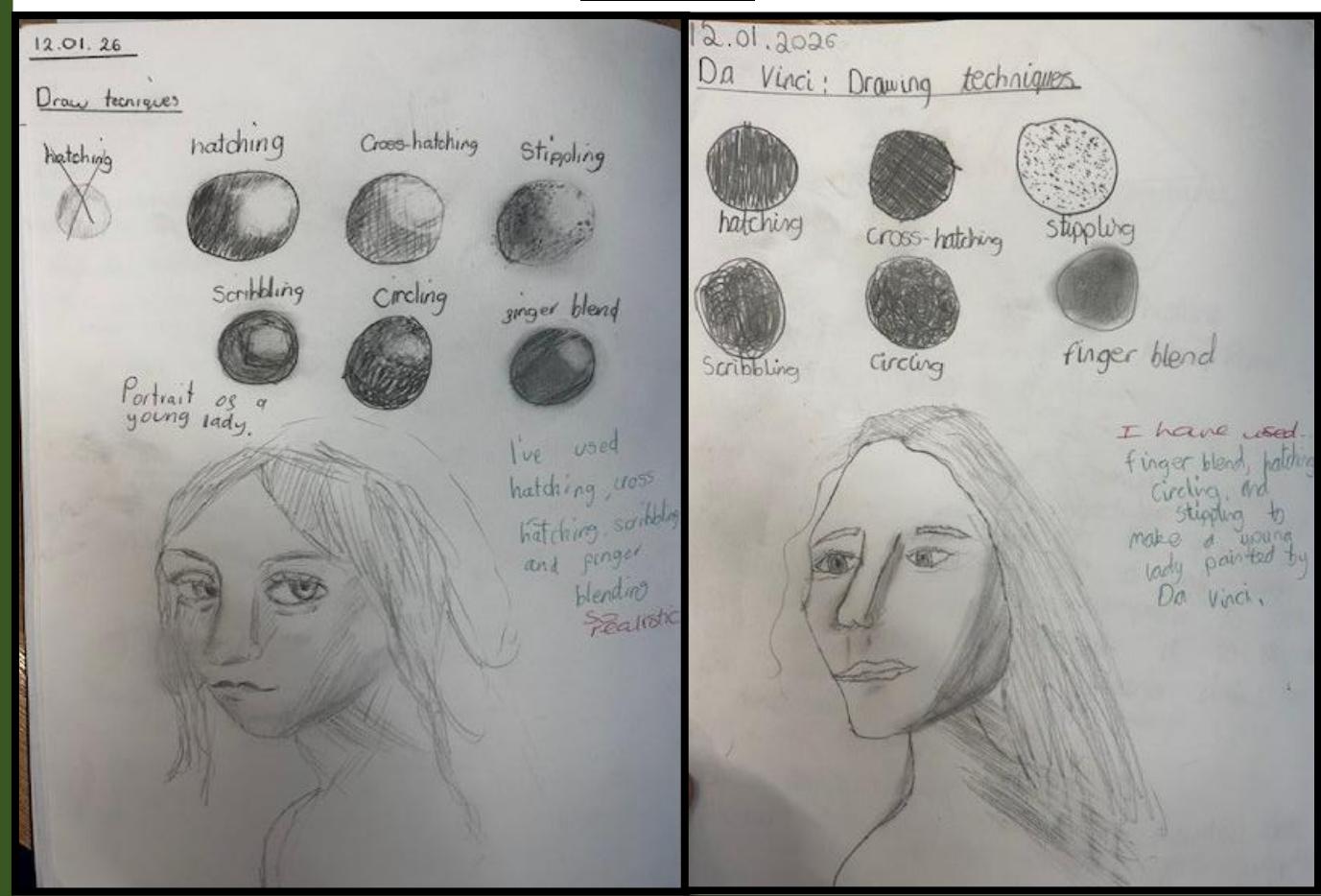
Daria in Year 5 has made her own board game at home which the children tested out this week during wet play.



Dental hygiene - Nursery



Year 6 – Art



Reception - Exotic fruit tasting



Spring term diary dates

January

Thursday 22nd January – Debating challenge – heats in classrooms

Friday 23rd January – Nursery coffee morning. Starts at 9am.

Friday 23rd January – Waltham Forest Fun Run. Chosen children to attend can wear fancy dress for the race. Children to return to school by lunchtime.

Thursday 29th January – Debating challenge – semi-finals in phase assembly.

Friday 30th January – Literacy coffee morning. Starts at 9am.

Friday 30th January – Years 1 and 2 Tri Golf Competition. Chosen children to attend. Children to return back to school by 3:25pm.

Friday 30th January – Interschool Choir competition. Chosen children to attend. Children to return to school by 3:25pm.

February

Wednesday 4th February – Bring your parents to school morning for years 1 and 3. Starts at 9am.

Thursday 5th February – Parent council meeting.

Friday 6th February – Nursery coffee morning. Starts at 9am.

Friday 6th February – Years 4 and 5 Dodgeball competition. Chosen children to attend.

Friday 6th February – KS1 Interschool champions league debate.

Monday 9th – Friday 13th February – Children’s Mental Health Week.

Tuesday 10th February – Internet Awareness Day.

Tuesday 10th February – Year 5 Micro musical. Starts at 9:15am.

Thursday 12th February – Year 3 Micro musical. Starts at 9:15am.

Friday 13th February – Autism/SEND coffee morning. Starts at 9am.

Monday 16th – Friday 20th February – Half term.

Monday 23rd February – Children return to school after the half term.

Thursday 26th February – Reception’s Chinese New Year and Lunar assembly. Reception parents welcome to attend/. Starts at 9:15am.

Friday 27th February – Interschool Rugby competition. Chosen children to attend.

Steps to resolving concerns

There will be times when you need concerns resolving. For clarity, we have steps to support you.

Step 1: First contact is your class teacher. If concerns are not resolved satisfactorily then move on to step 2.

Step 2: Your child's Phase leader is the next step, depending on the phase.

Mr Barker – EYFS - Nursery and Reception.

Miss French – KS1 – years 1, 2 and 3.

Miss McHugh – KS2 – years 4, 5 and 6.

Step 3: Contact:

Miss Logue – SENCo and Designated Safeguarding Lead.

Miss McHugh – Assistant Head

If the concern remains unresolved, move on to step 4.

Step 4: Contact the Head of School: Mr Barker.

If the concern remains unresolved, move on to step 5.

Step 5: Contact the Executive Head – Dr Maureen Okoye MBE

Please note, our complaints policy is on the website in the parental communication section.

Nursery:

aisha.hassan@woodfordgreen.waltham.sch.uk

Reception:

kubra.ahmad@woodfordgreen.waltham.sch.uk

Year 1:

Julie.french@woodfordgreen.waltham.sch.uk

Year 2:

ayse.direk@woodfordgreen.waltham.sch.uk

Year 3:

Lydia.orange@woodfordgreen.waltham.sch.uk

Year 4:

Melissa.logue@woodfordgreen.waltham.sch.uk

Year 5:

paulina.osei@woodfordgreen.waltham.sch.uk

Year 6:

maeve.mchugh@woodfordgreen.waltham.sch.uk

Free School Meals and the EdenRed holiday voucher scheme.

We are now accepting applications for the September 2025 intake.

Please send applications to the following address once filled in:

The Benefits Service
Free School Meals
London Borough of Waltham Forest
PO Box 856
E17 9PN

We would encourage to send applications in as soon as possible. Alternatively, parent/carers can apply online on the Waltham Forest website:

<https://www.walthamforest.gov.uk/schools-education-and-learning/schools-and-colleges/free-school-meals/apply-free-school-meals>

We would strongly advise to encourage parent/carers to apply online as applications will come through as soon as submitted and can be processed quicker.

This is different from the Free School Meals allocation given to all primary school aged children by the Mayor of London. Universal Free School Meals will not give you access to the holiday voucher scheme. Please apply online to receive these vouchers for all the half terms next year.

School uniform Policy

We would like to take this opportunity to remind you of our school uniform policy. The school does not require branded items for school uniform or PE. Generic items which are widely available across a number of suppliers are deemed appropriate school uniform.

School Uniform:

- Green polo shirt
- Charcoal grey pinafore/ Charcoal grey skirt/ Charcoal grey trousers/ Charcoal grey shorts (*not black leggings or flared leggings*)
- Summer: blue and white dress
- Grey tights/ White socks
- Black school shoes
- Navy blue school jumper/ Navy blue school cardigan

P.E. kit:

- White t-shirt, black/navy P.E. shorts or black/navy tracksuit bottoms with trainers
- For indoor PE, specifically gymnastics and dance units, children are expected to wear plimsolls or grip socks

Jewellery

On health and safety grounds we do not allow children to wear jewellery in our school. The exceptions to this rule are earring studs in pierced ears and small objects of religious significance, such as a crucifix on a chain. We ask the children to either remove these objects during PE and games, or cover them with a plaster, to prevent them from causing injury.

Footwear

The Trust wants all children to grow into healthy adults. We believe that it is dangerous for children to wear shoes that have platform soles or high heels, so we do not allow children to wear such shoes in any of our schools. We do not allow children to wear trainers (except on PE days) or boots (including Uggs) to school. This is because we think that this footwear is appropriate for sport or for leisurewear, but is not in keeping with the smart appearance of a school uniform. We require all children to wear shoes as stated in the uniform list.

Please follow this link to our uniform policy:

https://irp.cdn-website.com/7cd963d4/files/uploaded/School_Uniform_Policy_2024 - Woodford Green.pdf

School Term dates 2026 -2027

Autumn Term: (73 days)

- Wednesday 2nd September 2026 to Friday 18th December 2026
- Wednesday 2nd September 2026 INSET day
- Thursday 3rd September 2026 INSET day
- Friday 23rd October 2026 INSET day
- Half term holiday Monday 26th October 2026 to Friday 30th October 2026
- Christmas Holiday Monday 21st December 2026 to Friday 1st January 2027

Spring Term: (54 days)

- Monday 4th January 2027 to Thursday 25th March 2027.
- Monday 4th January 2027 INSET day
- Half term holiday Monday 15th February 2027 to Friday 19th February 2027.
- Easter holiday Friday 26th March 2027 to Friday 9th April 2027.

Summer Term: (68 days)

- Monday 12th April 2027 to Thursday 22nd July 2027
- Monday 12th April 2027 INSET day
- Half term holiday Monday 31st May 2027 to Friday 4th June 2027
- Summer holiday Friday 23rd July 2027

Public holidays

- Friday 25th December 2026 (Christmas Day)
- Monday 28th December 2026 (Boxing Day)
- Friday 1st January 2027 (New Year's Day)
- Friday 26th March 2027 (Good Friday)
- Monday 29th March 2027 (Easter Monday)
- Monday 3rd May 2027
- Monday 31st May 2027
- Monday 30th August 2027

School Term dates 2025 – 2026

Spring Term: (55 days)

- Monday 5th January 2026 to Friday 27th March 2026.
- Monday 5th January 2026 INSET day
- Half term holiday Monday 16th to Friday 20th February 2026.
- Easter holiday Monday 30th March 2026 to Friday 10th April 2026.

Summer Term: (65 days)

- Monday 13th April 2026 to Monday 20th July 2026
- Monday 13th April 2026 INSET day
- Half term holiday Monday 25th 2026 to Friday 29th May 2026
- Summer holiday Tuesday 21st July 2026

Autumn/Winter Menu 2025/26 Week 1	Eco Forest Ranger Monday	Allergen Friendly Tuesday (FDA)	Allergen Friendly Wednesday (FDA)	Tasty Thursday	Fun Fact Friday
CHOICE 1	Margherita Pizza {gf} {ve} with Jacket Wedges {ve}	Jollof Rice {ve}	Baked Countryside Cutlet with Rosemary Roast Potatoes and Gravy {ve}	Classic Tomato & Basil Pasta {ve}	Crushed Chickpea & Sweetcorn Wrap {ve}
CHOICE 2	Vegetable Supreme Pizza {v} with Jacket Wedges {ve}	Chilli Con Carne Mixed Rice	Roast Chicken with Rosemary Roast Potatoes and Gravy	Beef Lasagne	MSC Golden Crumb Fish Fingers{df} or Bubble Crumb Salmon Fillet{df}{gf} with Oven Chipped Potatoes {ve}
CHOICE 3	Oven Baked Jacket Potato with Baked Beans {ve} or Cheese {v}	Oven Baked Jacket Potato with Baked Beans {ve} or Coleslaw {ve}	Oven Baked Jacket Potato with Baked Beans {ve} or Coleslaw {ve}	Oven Baked Jacket Potato with Baked Beans {ve} Cheese {v} or Tuna	Oven Baked Jacket Potato with Baked Beans {ve} Cheese {v} or Tuna
Vegetables	Minted Garden Peas {ve} Sweetcorn {ve}	Roasted Organic Carrots {ve} Green Beans {ve}	Mixed Vegetables {ve} Fresh Seasonal Green Cabbage {ve}	Fresh Seasonal Broccoli {ve} Sweetcorn Coblets {ve}	Baked Beans {ve} Minted Garden Peas {ve}
Salads	Salad Selection {ve}	Salad Selection {ve}	Salad Selection {ve}	Salad Selection {ve}	Salad Selection {ve}
Desserts	Yogurt Bar{v} with Fruit Compote {ve}	Creamy Rice Pudding {ve} with a Fruit Compote {ve}	St Clements Jelly {ve}	Yogurt Bar{v} with Fruit Compote {ve}	Oaty Apple Crumble {ve} & Custard {ve}{v}
DAILY	Cheese and Crackers {v} with a Fresh Apple Slice {ve}	Fresh Fruit Salad {ve}	Fresh Fruit Salad {ve}	Cheese and Crackers {v} with a Fresh Apple Slice {ve}	Organic Fruit Yogurt {v} with Seasonal Fresh Fruit {ve}
DAILY	Seasonal Fresh Fruit{ve}	Seasonal Fresh Fruit {ve}	Seasonal Fresh Fruit {ve}	Seasonal Fresh Fruit {ve}	Seasonal Fresh Fruit {ve}
Bread	Homemade Garlic Bread {v}	Homemade Bread {ve}	Homemade Bread {ve}	Homemade Bread {v}	Homemade Tomato Bread {v}

Autumn/Winter Menu 2025/26 Week 2	Eco Forest Ranger Monday	Allergen Friendly Tuesday (FDA)	Allergen Friendly Wednesday (FDA)	Tasty Thursday	Fun Fact Friday
CHOICE 1	Crispy Nuggets with Spicy Diced Potatoes (ve)	Tangy Tomato & Pepper Pasta (ve)(gf)	Power Sausage with Roasted Potatoes and Gravy (ve)	Roasted Vegetable Biryani (ve) (gf) (df)	Roasted Vegetable and Sweet Potato Burrito (ve) with Oven Chipped Potatoes
CHOICE 2	Homemade Cheddar Cheese & Sweetcorn Quiche (v) with Spicy Diced Potatoes (ve)	Spicy Meatballs in a Creamy Tomato Sauce with Italian Rice	Spicy Chicken with Roasted Potatoes	Burger (df)(gf) in a Floured Bun (v) with Oven Baked Jacket Wedges (ve)	MSC Golden Crumb Fish Fingers(df) or Bubble Crumb Salmon Fillet (df)(gf) with Oven Chipped Potatoes (ve)
CHOICE 3	Oven Baked Jacket Potato with Baked Beans (ve) or Cheese (v)	Oven Baked Jacket Potato with Baked Beans (ve) or Coleslaw(ve)	Oven Baked Jacket Potato with Baked Beans (ve) or Coleslaw(ve)	Oven Baked Jacket Potato with Baked Beans (ve) Cheese (v) or Tuna	Oven Baked Jacket Potato with Baked Beans (ve) Cheese (v) or Tuna
Vegetables	Fresh Seasonal Broccoli(ve) Sweetcorn (ve)	Fresh Seasonal Organic Carrots (ve) Green Beans (ve)	Rainbow Roasted Veggies (ve)	Fresh Seasonal Broccoli(ve) Mixed Vegetables (ve)	Baked Beans (ve) Sweetcorn (ve)
Salads	Salad Selection (ve)	Salad Selection (ve)	Salad Selection (ve)	Salad Selection (ve)	Salad Selection (ve)
Desserts	Yogurt Bar(v) with Fruit Compote (ve)	Fruit Smoothie (ve)	Fruit Jelly Pot (ve)	Yogurt Bar(v) with Fruit Compote (ve)	Chocolate Cracknel (v) & Custard(ve)(v)
DAILY	Cheese and Crackers(v) with Fresh Apple Slice (ve)	Fresh Fruit Salad (ve)	Fresh Fruit Salad (ve)	Cheese and Crackers(v) with Fresh Apple Slice (ve)	Organic Fruit Yogurt (v) with Seasonal Fresh Fruit (ve)
DAILY	Seasonal Fresh Fruit (ve)	Seasonal Fresh Fruit (ve)	Seasonal Fresh Fruit (ve)	Seasonal Fresh Fruit(ve)	Seasonal Fresh Fruit (ve)
Bread	Homemade Wholemeal Bread (v)	Homemade Bread (ve)	Homemade Bread (ve)	Homemade Bread (v)	Homemade Garlic and Rosemary Focaccia (v)

Autumn/Winter Menu 2025/26 Week 3	Eco Forest Ranger Monday	Allergen Friendly Tuesday (FDA)	Allergen Friendly Wednesday (FDA)	Tasty Thursday	Fun Fact Friday
CHOICE 1	Fishless Fish Finger Wrap and Waffle Fries (ve)	Spiced Chick Pea & Sweet Potato Pilaf (ve)	Pasta Neapolitan (ve)(gf)	Warm BBQ Pulled Jackfruit Baguette (ve)	Power Burger (ve) in a Bun (v) with Oven Chipped Potatoes (ve)
CHOICE 2	Creamy Mac n Cheese (v)	Chicken Curry with Mixed Rice	Beef Bolognese with Pasta Spiral (gf)	Sizzling Chicken Stir Fry with Garlic and Ginger served with Noodles (v)	MSC Golden Crumb Fish Fingers(df) or Bubble Crumb Salmon Fillet(df) (gf) with Oven Chipped Potatoes (ve)
CHOICE 3	Oven Baked Jacket Potato with Baked Beans (ve) or Cheese (v)	Oven Baked Jacket Potato with Baked Beans (ve) or Coleslaw (ve)	Oven Baked Jacket Potato with Baked Beans (ve) or Coleslaw (ve)	Oven Baked Jacket Potato with Baked Beans(ve) Cheese (v) or Tuna	Oven Baked Jacket Potato with Baked Beans (ve) Cheese (v) or Tuna
Vegetables	Garden Peas (ve) Sweetcorn (ve)	Green Beans (ve) Fresh Seasonal Carrots(ve)	Fresh Seasonal Broccoli (ve) Mixed Vegetables (ve)	Sweetcorn (ve) Roasted Organic Carrots (ve)	Baked Beans(ve) Garden Peas (ve)
Salads	Salad Selection (ve)	Salad Selection (ve)	Salad Selection (ve)	Salad Selection (ve)	Salad Selection (ve)
Desserts	Yogurt Bar(v) with Fruit Compote (ve)	Raspberry & Coconut Pot (ve)	Fruit Smoothie (ve)	Pineapple Upside Down Cake (v) and Custard (ve (v))	Waffle Finger (v) with Slice of Fresh Fruit (ve) and Ice Cream (ve) (v)
DAILY	Cheese and Crackers (v) with Fresh Apple Slice (ve)	Fresh Fruit Salad (ve)	Fresh Fruit Salad (ve)	Organic Fruit Yogurt (v) with Seasonal Fresh Fruit (ve)	Organic Fruit Yogurt (v) with Seasonal Fresh Fruit (ve)
DAILY	Seasonal Fresh Fruit (ve)	Seasonal Fresh Fruit (ve)	Seasonal Fresh Fruit (ve)	Seasonal Fresh Fruit (ve)	Seasonal Fresh Fruit (ve)
Bread	Homemade Carrot & Coriander Bread (v)	Homemade Bread (ve)	Homemade Bread (ve)	Rosemary & Cherry Tomato Focaccia (v)	Homemade Bread (v)