



Brocklewood Primary School

September Newsletter

Message from our new Head of School

I am delighted and honoured to have been appointed as the new Head of School for Brocklewood Primary School and I am very excited to get to know all our pupils, parents, carers and staff.



I have been a teacher and senior leader for a number of years. Being a mother, I am very much aware of the responsibility that my staff and I have in ensuring that the highest standard of teaching and learning are achieved for each and every pupil.

I am extremely passionate about education and my vision is to ensure that every child in our school has a breadth of opportunities to provide them with the knowledge and experiences to achieve their very best in life in school and beyond.

Mrs Val Oliver

New Staff

There are a lot of new faces around school we would like to extend a warm Brocklewood welcome to Scott Mason Executive Headteacher, Rachel Meli Deputy Headteacher, Beth Hardy Teacher, Jess Edwards Teacher, Ayesha Walker Teacher and Helen Carnall Admin Assistant.

Attendance and Lateness



This term we will be working hard with you to increase attendance across the school.

We would like to remind you how important it is for your child to attend school every day and arrive on time so that they can be settled in class and start the school day promptly.

If your child arrives late, you will need to sign them in on the computerised system at the main school office.

Absences

If your child is not in school for any reason, please ring on 0115 9153272, email admin@brocklewood.nottingham.sch.uk or message Miss Bell on class Dojo before 8.45am on the first day of absence.

If we have not heard from you, we will telephone to ask why your child is not in school and will visit you at home if we have no response.



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Early Collections

Our school day ends at 3:15pm and 3.25pm for Nursery children. It is important that every child receives their full entitlement to learning time, and as a school we are accountable for making sure this happens. Children should only be collected early if they have a medical or other essential appointment, and in such cases, we will need to see confirmation of the appointment. We do monitor early collections, and where these become frequent, we are required to follow government guidance on attendance and safeguarding. Please be assured that we will always work with families in a respectful and supportive way, but we ask for your full cooperation in ensuring your child completes their school day wherever possible.

Uniform

Students are expected to wear full uniform every day this will encourage them to feel proud to belong to Brocklewood and supports inclusivity and equality.

Please ensure your child has appropriate clothing dependent on the weather, a coat for cold and wet days and a hat for hot sunny days.

Daily Uniform

Navy blue sweatshirt, cardigan, or jumper (with or without the school logo)

White or pale blue shirt, blouse, or polo shirt

Grey or black trousers, pinafore, skirt, or shorts

Blue gingham dress (optional)

Black, flat, safe shoes (no high heels)



PE Uniform (on PE days)

Navy blue sweatshirt, cardigan, or jumper (hoodies are not permitted)

White t-shirt

Black or grey joggers, leggings, or shorts

Trainers or another appropriate active footwear

Additional Guidance

Uniform items can be worn at any time of the year.

PE clothing should be simple and practical: no bright colours, large logos, or writing that could cause offence.

Hoodies are not permitted for PE as they present a safety risk.

The only jewellery permitted in school is a small pair of stud earrings. Other jewellery is not allowed, as it may cause inequality or division.

Ensure all uniform is labelled.

No make-up or nail varnish to be worn.

We will always reinforce these expectations respectfully and work with you to ensure your child is safe, comfortable, and proud to belong to Brocklewood.



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School Meals

We offer a daily choice of hot dinners, please check out the menu on our school website, class Dojo or pick up a copy from reception.

SCHOOL DINNERS—Key Stage 1

All children in Reception, Years 1 and 2 are entitled to receive a universal free school meal.

SCHOOL DINNERS—Key Stage 2

School meals need to be paid for once your child starts Year 3, if you are in receipt of certain benefits your child may be entitled to free school meals, please contact the school office for more information.



PAYMENT - You need to pay for your child's meals **IN ADVANCE** on a Monday for the week or daily if you prefer. Payment can be made via ParentPay online or card payment can be made at the office. Meals are £2.70 per day or £13.50 per week.

Free School Meals

Due to transferring to a new provider please make sure you have completed the new free school meal form that was sent home and return it to the office as soon as possible. This includes everyone even if your child is already in receipt of free school meals, we do not want anyone to miss out who may be entitled.

School Milk

Milk is free for all children under the age of 5, once your child turns 5 you will need to pay online if you would like your child to continue having milk, to do this you will need to register on www.coolmilk.co.uk. You can collect a leaflet at reception.

If you receive certain benefits, you may be entitled to free school milk (please see the school office for an application form if you think you may be eligible).



Nursery Places



Nursery places are available, if you would like to put your child's name down for a place please complete an application form which can be collected from Reception. Children start Nursery when they are 3 years old, before they start Nursery why not bring them along to Brocklewood Tots (please see below).



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Brocklewood Tots



If you have a child who is 18 months to 3 years please come along to our Parent & Toddler Group every Friday morning 9.00am to 10.00am. Admission is free and it's a great way for your child to get used to Nursery and make new friends. Younger siblings are also welcome, no need to book just come along.

Diary Dates

Autumn Term	Dates
INSET	Friday 3 October 2025
School Photos	Tuesday 14 October 2025 Photographers in the Space Family photos before school 8.00am – 8.45am
Autumn Half Term	Monday 20 October to Friday 31 October 2025
Christmas	Monday 22 December to Friday 2 January 2026
Spring Half Term	Monday 16 February to Friday 20 February 2026
Easter	Monday 30 March to Friday 10 April 2026
May Day	Monday 4 May 2026
Summer Half Term	Monday 25 May to Friday 29 May 2026
INSET	Monday 6 July 2026
INSET	Friday 24 July 2026
INSET	Monday 27 July 2026
Summer Holidays Start	Tuesday 28 July 2026

**We will be fundraising for
Children in Need on Friday 14 November 2025**

Further details will follow nearer to the date



 Save the Children

**Christmas
Jumper
Day** 

**In support of Save The Children
Christmas Jumper Day will be on**

Friday 11 December 2025



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Classes

Nursery		
F1	Miss Booles	8.45am-11.45am or 12:25pm to 3:25pm
KS1		
F2A	Miss Arnold	8:45am –3.15pm
F2L	Mrs Lawton	8:45am –3.15pm
1H	Miss Hardy	8:45am –3.15pm
1P	Mrs Potter	8:45am –3.15pm
2K	Miss Lane	8:45am –3.15pm
2L	Miss Lygo	8:45am –3.15pm
KS2		
3T	Mrs Toner	8:45am –3.15pm
3W	Miss Walker	8:45am –3.15pm
4H	Mrs Hunter	8:45am –3.15pm
4M	Miss Milligan	8:45am –3.15pm
5H	Miss Hewkin	8:45am –3.15pm
5BW	Mrs Barber/Miss Webb	8:45am –3.15pm
5R	Mrs Retallick	8:45am –3.15pm
6E	Miss Edwards	8:45am –3.15pm
6S	Mrs Saluk	8:45am –3.15pm

CONTACT US:

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