



Coopersale Hall School

Flux's Lane, Epping, Essex CM16 7PE

Tel: 01992 577133

HEADMISTRESS

Miss Moreen Barnard B.SC. (HONS), B.ED.

E-mail: info@coopersalehallschool.co.uk

Website: www.coopersalehallschool.co.uk

5 January 2022

Dear Parents

Re: January 2022 Headmistress's Letter

Happy New Year to you and your families! I hope that you enjoyed the holidays and the time together with family and friends. Thank you for the many lovely gifts the staff and I received from you for Christmas: it was very generous and thoughtful of you.

I would like to thank FoCHS for funding all the wonderful Christmas events for the children. All the children loved their visit from Santa and meeting the reindeer. The Early Years and Year 1 thoroughly enjoyed their panto, "The Great Christmas Sleigh Ride" while the children in Years 2 to 6 had a fun trip to see "Robin Hood" at Harlow Playhouse. My thanks also to the FoCHS committee and parent volunteers who gave up their time to wrap Santa gifts for the very successful Christmas Gift Shop.

The Spring Term sees many of our pupils in Year 6 take their final entrance examinations to a number of independent secondary schools. We are awaiting the results and I know you join me and the Coopersale Hall staff in wishing them all the very best in their endeavours.

Covid-19

We are thankful that we are able to welcome the children back in to school on Thursday 6 January. Please read Mr Hagger's detailed letter that was emailed yesterday to help us to keep our school community safe. We will continue to review the run of the school day, as well as the planned trips and events and communicate any changes to our families.

Thank you in advance for continuing to help your children to test routinely twice each week to keep them in school as much as we possibly can. We recommend Wednesday and Sunday afternoon/evenings. Please let us know immediately if there is a positive result.

Please bear with us if we have staff absence due to positive Covid test results. We will do everything possible to minimise any disruption to the children's education, but it may be necessary to put temporary measures into place whenever staff need to self-isolate.

Snow

This is usually the term when the weather turns extremely cold and brings us snow. Our Maintenance Team works hard to make the lane, school paths, steps and entrances clear and safe for use in the event of snow. Please check the website for updates and announcements in the event of heavy snow. We also aim to text parents by 7.15am to provide up to date information about the condition of the roads surrounding the school and the organisation of the school day ahead.

Charity

I want to thank all of our families for their generosity during all the Christmas performances when we collected contributions for our various charities. We were able to donate £409 to St Clare's Hospice, £235 to The British Red Cross and £635 to Haven House. I value the fact that we are a giving school, thinking of those less fortunate than we are, especially during such difficult times.

New Staff

As you know, we are delighted to welcome Mrs Michele Zylstra to the Year 2 team this term. She is looking forward to working with our children and families.

Beginning of the School Day

I would like to remind you of registration times, as some children are arriving after registration has taken place. Doors to school open at 8.25am and registration for all pupils is at 8.40am. If your child arrives after 8.40am but before 9am, he or she will be marked as 'late before registration closes'. If your child arrives after 9am, he or she will be marked as 'late after registration closes'.

All late arrivals i.e. after 8.40am will need to register in the School Office. Please do not take your child directly to the classroom yourself. This is not appropriate, as the class teacher has begun teaching the children or is on route to the hall for assembly. In these circumstances, a member of the school office team will ensure your child is escorted safely to their classroom.

Not only is punctuality a priority to us but the class teachers set up morning activities to extend your child's learning. Some of our children miss out on these activities because they arrive late for school. May I please ask all families to arrive on time so that we can have a punctual start to the school day.

Car Park

Please do not park in the centre of the main car park, as this restricts movement within the car park. Please restrict your speed and take care when manoeuvring, as there are young children around. All drivers should park courteously and not restrict access to another vehicle. It would be helpful if parents could return to their vehicle as soon as possible after dropping off their children and move them from the car park to ease congestion.

Disabled Parking Places

Unfortunately, some of our families ignore the disabled signs we have in the car park outside the main office. Only families with a blue badge should use these parking spots. We have a number of families in school who would benefit from using the allocated spaces, but cannot. I have asked the Maintenance Team to remind families if they park in those places without a blue badge to move their cars. I would be grateful if we can all be mindful of the needs of all the families.

Uniform

Please ensure that the children come to school wearing the correct winter uniform, all of which is clearly labelled. At this time of year, the children will need to bring a winter coat every day. Children should wear winter uniform until at least the February half term, after which they may wear summer uniform if March proves to be warm and mild!

Please note that for winter uniform, girls in Years 3 and 4 should wear a mid-grey pinafore dress. A mid-grey skirt is optional for Years 5 and 6 girls only. These items are regulation and should be purchased from our school suppliers, Forest Casuals in Loughton. All children from Reception to Year 6 are expected to wear a blazer to school every day, unless they have PE.

Safeguarding Children

Keeping children safe in school is our utmost priority and the up-to-date Safeguarding Children Policy is available for all our parents to read on the school website. You can also request a paper copy from the school office, if you prefer.

In school we have five 'Designated People' for Safeguarding: I am the Designated Safeguarding Lead, Miss Leeks, Miss Doherty, Miss Crick and Miss Gowland are all Deputy Safeguarding Leads. In line with good practice, all members of staff and pupils are regularly reminded about safeguarding procedures and how we deal with concerns if they arise. This formed part of our staff training day on Wednesday 5 January.

Summer Ball 2022

We're hoping that the joint Oak-Tree Summer Ball will be able to take place this year in the Summer Term. Head Office has booked The Prince Regent Hotel in Chigwell on Saturday 18 June 2022 from 7pm until 1am, so do save the date! The Ball will have a 1920s Great Gatsby theme and will be open to parents and friends of the four schools. Mr Hagger will write in due course with further details.

Forthcoming Events

THURSDAY 6 JANUARY 2022 - FIRST DAY BACK AT SCHOOL – SPRING TERM 2022

Monday 10 January – FRIDAY 14 January

All clubs start this week for all year groups

Monday 10 January

6 A-Side Football Match **Years 5 & 6 By Invitation** @ Shooters North Weald 3.15 to 4.45pm

Thursday 13 January

Coffee Morning for **Year 1 Parents** with Mr Hagger/Mrs Osborn/Miss Barnard 8.45 to 10am

Thursday 20 January

Coffee Morning for **Reception Parents** with Mr Hagger/Mrs Osborn/Miss Barnard 8.45 to 10am

Friday 21 January

Oak-Tree Indoor Athletics Tournament **Years 3 & 4 By Invitation** @ Peter May Centre TBC

Thursday 27 January

Coffee Morning for **Upper Kindergarten Parents** with Mr Hagger/Mrs Osborn/Miss Barnard 8.45 to 10am

As always, if you have any concerns or questions you wish to discuss, please contact your child's class teacher or telephone/email the school office to arrange an appointment with me or a member of the leadership team.

With kind regards

Yours sincerely



Moreen Barnard
Headmistress



OAK-TREE SCHOOLS is the group name of:

BRAESIDE SCHOOL, BUCKHURST HILL • COOPERSALE HALL SCHOOL, EPPING • NORMANHURST SCHOOL, NORTH CHINGFORD • OAKLANDS SCHOOL, LOUGHTON

HEAD OFFICE ADDRESS: 6 ALBION HILL, LOUGHTON, ESSEX IG10 4RA

GROUP MANAGING PRINCIPAL & DIRECTOR: MR MATTHEW HAGGER B.A. (HONS), M.ED., PGCE CO-DIRECTORS: MR NICHOLAS HAGGER M.A. (OXON), MRS ANN HAGGER CERT. ED.

Coopersale Hall School is the trading name of Coopersale Hall School Ltd; registered in England at 6 Albion Hill, Loughton, Essex IG10 4RA; company number 3524644

