

HORRABRIDGE PRIMARY & NURSERY SCHOOL NEWSLETTER

Autumn Term 2025



Discovering, Learning & Achieving Together

Welcome to the Autumn term newsletter! We hope your child(ren) is/are enjoying the term and all the activities on offer. The children have been enjoying our new outdoor learning sessions.

This newsletter is full of important information and reminders which are particularly relevant as we start the new term and we encourage you to read it thoroughly. If you require a paper copy, please contact the school office.

AUTUMN 2025 TERM DATES

Thursday 4th September - Friday 19th December
Half term: Monday 27th October- Friday 31st October

TERM DATES 2025-2026

Term	Start on	Finish on
Autumn - 1st half	Thu 4 th Sep 2025	Fri 24 th Oct 2025
Autumn - 2nd half	Mon 3 rd Nov 2025	Fri 19 th Dec 2025
Spring - 1st half	Wed 7 th Jan 2026	Fri 13 th Feb 2026
Spring - 2nd half	Mon 23 rd Feb 2026	Thu 2 nd Apr 2026
Summer - 1st half*	Mon 20 th Apr 2026	Fri 22 nd May 2026
Summer - 2nd half	Mon 1 st Jun 2026	Tue 21 st Jul 2026

* School will be closed on Mon 4th May 2026 (Bank Holiday) *

DATES FOR YOUR DIARY

OCTOBER

1st-2nd: Year 5 Adventure Bude Residential
3rd: Year 4 class assembly @ 9:00am
3rd: Year 3 Swimming (4 of 8)
6th-10th: Year 6 Barton Hall Residential
7th & 10th: Year 3 Swimming (5&6 of 8)
10th: Year 2 class assembly @ 9:00am
14th: Harvest assembly @ 9:00am
14th & 17th: Year 3 Swimming (7&8 of 8)
15th: Full Governing Body meeting @ 6:00pm
16th: Individual and sibling school photos
17th: Year 6 class assembly @ 9:00am
20th: Reception and Nursery School Tours @ 9:30am, 1pm & 6pm
22nd-23rd: Parents' Evenings
24th: Year 1 class assembly @ 9:00am
24th: Break up for half term

NOVEMBER

3rd: Second half of Autumn term begins
7th: Year 5 class assembly @ 9:00am
13th: Reception and Nursery School Tour @ 9:30am, 1pm & 6pm
14th: Year 3 class assembly @ 9:00am
21st: Reception class assembly @ 9:00am
25th: Reception and Nursery School Tour @ 9:30am & 1:30pm
26th: Full Governing Body meeting @ 6:00pm
28th: Last day of after-school activity clubs

DECEMBER

3rd: Christingle Service @ 6:00pm
5th: Musical Showcase assembly @ 9:00am
5th: Reception and Nursery School Tour @ 1:30pm
5th: PTFA Christmas Fayre from 3:15pm
11th: Save the Children Christmas Jumper Day/Christmas Lunch
16th: N/R/1&2 Christmas Production @ 9:30am & 6:00pm
19th: End of Autumn term

New events will be added to the ['Calendar of School Events'](#) page on our website so please check regularly for updates

SCHOOL CONTACT DETAILS

Headteacher: Mr John Clarke
Horrabridge Primary & Nursery School, Walkhampton
Road, Horrabridge, Devon, PL20 7SZ

Tel: 01822 852605

Website: www.horrabridge-primary.devon.sch.uk

Email: admin@horrabridge-primary.devon.sch.uk

SCHOOL ASSEMBLIES

We would like to remind you of the dates of our school assemblies for the Autumn term. Assemblies start at **9:00am**. Parents/carers are always welcome to attend.

- * **Friday 3rd October: Year 4**
- * **Friday 10th October: Year 2**
- * **Tuesday 14th October: Harvest**
- * **Friday 17th October: Year 6**
- * **Friday 24th October: Year 1**
- * **Friday 7th November: Year 5**
- * **Friday 14th November: Year 3**
- * **Friday 21st November: Reception**
- * **Friday 28th November: Whole School Musical Showcase**
- * **Friday 5th December: Tuition Musical Showcase**

During our assemblies, we will issue our weekly class certificates and awards for all year groups, and parents/carers of the recipients are also invited into school to see their child collect their award.

AFTER-SCHOOL ACTIVITY CLUBS

These run until Friday 28th November.
Please notify us if your child no longer wishes to attend a club, or if they cannot attend any session(s).



THE SCHOOL DAY

A reminder that the school day for children in Reception to Year 6 runs from 8:45am - 3:15pm.

- Breakfast Club from 7:30am (booking required)
- Playground gates open at 8:40am
- Classroom doors open at 8:45am
- Registration closes at 8:50am
- Playground gates close promptly at 8:50am*
- School finishes for all classes at 3:15pm
- After-School Club is available from 3:00pm - 6:00pm (booking required)
- Nursery: children enter through the hall doors and leave school through the main doors
Morning session: 9:00am - 12:00pm
Afternoon session: 12:00pm - 3:00pm

* If you have walked with your child onto the school playground, please ensure that you leave promptly and before the gate is locked. Any child arriving after 8:50am will need to come into school through the front door, by the school office. Those children who arrive between 8:50am and 9:00am will be marked as late, those arriving after 9:00am will be marked as an unauthorised absence.

PARENTMAIL APP - EMAIL SETTINGS

If you use the ParentMail app, we would like to remind you of a setting which will enable you to receive instant email notifications via your email provider, in addition to notifications received in the ParentMail app.

Please go to your IRIS ParentMail App > Settings > Email Preferences > Email Settings > Always receive an email (App users only). If this setting is enabled, you will receive an instant email when we send out a message. If the setting is disabled, notifications are sent to the app only (this setting only applies if you have the ParentMail app installed).

CLASS PE DAYS - AUTUMN 2025 (1)

For the **first half of the Autumn term**, class PE days will be as follows:

Reception: Four mornings - school PE kit not yet required

Year 1: Mondays & Wednesdays

Year 2: Wednesdays & Fridays

Year 3: Swimming on Tuesdays & Fridays for PE

Year 4: Mondays & Thursdays

Year 5: Tuesdays & Thursdays

Year 6: Tuesdays & Fridays

We will notify you via Parentmail of any occasional changes to these days.

Children in Years 1 to 6 should come into school on their class PE days wearing their school PE kit for the whole day. The kit is:

- Burgundy or black PE shorts
- Burgundy t-shirt
- Trainers
- Dark grey or black tracksuit trousers or leggings and burgundy school sweatshirt, cardigan or fleece

Children should ONLY come into school in their PE kit on class PE days and on days they have sports-related after-school activity clubs or sports events during the day.

ACCIDENT FORMS

If your child has a minor accident at school, a member of staff treating the child will complete an incident form. This form will then be emailed to you.

It is important that you read the form carefully and email us back straight afterwards, confirming that you have received the form and are aware of any action taken.



ABSENCE REPORTING PROCEDURE

Further to advice from the Attendance Improvement Officer (AIO), we wish to confirm the procedure for the reporting of absences and action that will be taken should we not receive a reason for a child's absence from school.

- **Any child's absence should be reported by 8:50am.** The school office answerphone is available to take messages if your call cannot be answered. You can also email us, by 8:50am, at admin@horrabridge-primary.devon.sch.uk or report your child's absence via Absence Reporting on ParentMail. Please fully complete the online form, giving as much information as possible.
- If we do not receive notification of a child's absence by 8:50am, we will ring the contact numbers we have on file and also send email/text messages to addresses/numbers we hold.
- If, by 9:20am, we have not spoken to anyone who can confirm the child's reason for absence and therefore there is a genuine concern for the child's welfare, we will contact the AIO and/or the police.

TO PREVENT ANY UNNECESSARY ACTION BEING TAKEN, PLEASE ASSIST US BY REPORTING ABSENCES BEFORE 8:50AM

MEDICAL APPOINTMENTS

Please try to arrange medical appointments out of school hours or during school holidays, wherever possible. If your child does have a medical appointment, which will result in them missing any school time, you must advise the school office in advance and provide an appointment card or letter, to include with the register, in accordance with advice from the AIO.

SAFE PARKING & CAR PARK DROP-OFF ZONE

A reminder that we have a **drop-off zone** in the school car park, in front of the double gates, adjacent to the KS2 playground, which you can use to drop your child off in the mornings. The school car park is not to be used in the afternoons when collecting your child.

At both the start and the end of the school day, **we have permission to use the car park directly adjacent to the football pitches, off New Park**, which has ample room and is only a short walk from the school grounds. For the safety of all children and adults, will you please ensure that you park sensibly, considerately and in accordance with the law.

CHILDREN IN KS2

A reminder for parents/carers with children in KS2 (Years 3 to 6) that if your child is due to be collected at the end of the school day and you are not there when expected, your child **must** return to the school building, notify the office that they are still in school and wait in the foyer until they are collected. They must not wait on the playground, on the pathway leading up to school or on the pavement at the front of school. This is for the safety of our children. Also, children should not play on the equipment in the KS2 playground at home time, but leave the school grounds promptly at 3.15pm. The playground gates will be locked at 3:25pm in order to support security on the school grounds for those attending after-school clubs.



A reminder that ParentMail is our primary method of communicating with parents/carers. We send information such as trip consent forms and certificate winner notifications, along with other general information relating to your child's class.

Once you have registered, you can download the FREE app to make access to ParentMail easier.

ABSENCE REPORTING You can use ParentMail to report your child's absence from school. Please notify us of any absence by 8:50am.

SCHOOL MEALS We use ParentMail to manage online payments for your child's school dinner account. With ParentMail, parents/carers who pay for their child's school meals in KS2 will be sent a weekly reminder to top up their child's dinner account when the credit balance falls below £5.

BREAKFAST CLUB & AFTER-SCHOOL CLUB For parents of children in Years Reception to Year 6, you can use ParentMail to make online payments for Breakfast Club and After-School Club. A weekly reminder will be sent when the credit balance falls below £5.

NURSERY Please note that fees, school dinners and trip payments for children in Nursery cannot currently be made using ParentMail and should continue to be paid by cash, cheque or vouchers via the school office.

SCHOOL BREAKFAST CLUB

Offers a selection of healthy breakfast foods and a range of group and individual activities
Themed days/weeks

Reception to Year 6: from 7:30am to 8:45am (£6.25 per child, per session)

Nursery: 7:30am to 9:00am (£7.50 per child, per session)

Nursery: 8:00am to 9:00am (£5.00 per child, per session)

Nursery: 8:45am to 9:00am (£1.25 per child, per session (childcare only))

For more information, including the food choices we offer, please take a look at our [school website](#)

AFTER-SCHOOL CLUB

Our After-School Club is available from 3:15pm til 6:00pm

Reception to Year 6: 3:15pm to 4:30pm (£6.25 per child, per session)

Reception to Year 6: 3:15pm to 6:00pm (£13.75 per child, per session)

Nursery: 3:00pm to 3:15pm (£1.25 per child, per session)

Nursery: 3:00pm to 4:30pm (£7.50 per child, per session)

Nursery: 3:00pm to 6:00pm (£15.00 per child, per session)

For more information, including the food choices we offer, please take a look at our [school website](#)

