



Our special visitor—Santa—made brief appearance on Tuesday before his busy week ahead, but without his reindeers who are resting this week. Santa told us that Dasher, Dancer, Prancer, Vixen, Comet, Cupid, Donner, Blitzen, and Rudolph said to say hello. Remember to stay on the Nice List by helping at home as much as you can.

We hope you enjoyed the Festive Fair on Wednesday arranged by the School Council, Mrs Brown, Mrs Haldane and their troop of staff helpers. We are hoping this will become an annual event.

All the staff at Orchard wish you the very best for the holidays.

See you next year!



Reception Admission 2025

The application process went live on the 1st September 2024. You are able to apply for a place in our Reception classes for September 2025.

Information can be found @ www.hounslow.gov.uk/admissions

Or please contact admissions@hounslow.gov.uk
Closing date : 15.01.2025

Free School Meals

Children who are eligible for benefits and income related Free School Meals (FSM), are currently also eligible for Free School Meal vouchers (Evouchers) in the school holidays to help with the cost of food shopping and fun holiday activities (HAF). If you do not already received this local council benefit you have probably not registered your children with LBH FSMs yet. To check if you are eligible please go to LBH website—link below:

https://www.hounslow.gov.uk/info/20025/schools_and_colleges/61/free_school_meals

and complete the application providing the proof requested to get this benefit.

DATES FOR YOUR DIARY

Children return to school on 6th January 2025

Afterschool clubs start week commencing 13th January
 Junior Adventures Group launching 8th January 2025

Spring half term week is 17th-21st February 2025
 Last day of Spring term is 4th April 2025

School Meals

Please remember to book your child's meal in advance on ParentPay and ensure your child(ren) come to school on time so they receive their chosen meal

STAY SAFE

We remind all parents/carers and children to be careful on their way to and from school.

If walking, please be road aware; keep to the pavements and look out for moving cars and bicycles/scooters when crossing the road.

Please hold your child's hand and do not allow your child to run between the cars in the school carpark, but follow the path at the edge especially at the end of the day.

Term Time Leave

The law requires that ALL children of school age attend school every day unless s/he is ill or there are exceptional circumstances. For this reason, parents should always arrange visits to family, including those in other countries, during the school holidays. If you feel that you need to take your child out of school during term time please discuss this with the school before finalising any arrangements.

A 'Term Time Leave' form is available in the school office and we ask that this is completed with all details of absence/travel prior to leave being taken.

We monitor the absence of all children and you are likely to be required to have a meeting with the Headteacher or the Attendance Support Officer, either before or after time away from school, to discuss all term time absence.

Where these term time absences are not authorized, the absence will be referred to the Local Authority (LBH) and parents may incur a fixed penalty warning notice or a fine.

ATTENDANCE

Congratulations!

Maple and Rowan classes in KS2 & Juniper and Pecan classes in KS1 were tied for the best attendance for this week, 16th December - 20th December 2024.

Well done and keep up the good work!

Attendance

If your child is unable to attend school, for any reason, please let us know. Please email: absence@tops.hounslow.sch.uk OR telephone the school on 020 8570 6247 and leave a voicemail message on the absence line by choosing Option 2. 'sick' or 'unwell' cannot be accepted as a reason so please provide as much detail (symptoms) as possible. If your child does feel generally unwell in the morning before school, we encourage them to come into school, and if needed, the welfare officer will call you if your child is not well enough to stay in school.

Absence of a child due to parents ill health or that of a relative, is not an acceptable reason for a child to not be in school.

Please try to make GP and dental appointments outside of school hours so that your child is in school as much as possible. If your child needs to attend an appointment during the school day, we expect your child to be in school before and after the appointment.

If your child has a hospital appointment or needs to attend the hospital please provide an appointment card, hospital discharge letter or email details (appointment & time) to the absence email. This is a requirement so that absences can be authorised.

Thank you for your co-operation and support.

