

# ST HUGH'S SCHOOL

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Mrs S Russell  
Head of Pre-Prep

7<sup>th</sup> September 2011

Dear Parents,

Welcome back to St Hugh's. I hope you have enjoyed a relaxing summer with your family. May I extend a special welcome to all the new families. I look forward to getting to know you all and working with your children.

There are some changes to the Pre Prep staff this year: Mr Chris Hallion is now teaching Year 2, Mrs Fleming and Mrs Bremner are teaching Year 1 and, of course, I have taken over as Head of Pre Prep. I am really thrilled to have been appointed and am already enjoying working at such a happy and successful school.

I am not going to inundate you with information in this letter - I intend shortly to invite you to a Year Group Curriculum Briefing, giving you an opportunity to learn about the subjects your child will encounter during the coming year and the chance to ask questions of us.

I believe that one of the most important gifts we give children is the love of reading – if we can nurture this, a magical world of adventure and information opens for them. Reading inspires the imagination and allows independence and the ability to explore through literature: it is the key to learning. The teaching of reading is multi-stranded and is approached in many ways at St Hugh's. Each child is taught their phonics and decoding skills, however this is just the beginning. Every class is filled with books and every teacher will use different texts to inspire and excite the children. Children will read to and with the teacher on many occasions every day. In addition, each week every child will sit down with a 'reading book' to read to an adult formally. However, I believe books are for sharing and therefore your children will bring home a variety of books each week: please take time to discuss the texts, listen to them read, read to your child and share with your child the different genres. We (teachers, parents and carers) are the key adults in your child's life and our attitude to reading is a crucial influence in their approach to learning and enjoying this skill.

I will very shortly introduce a Home/School Diary which will be put in the Book Bag every day (in the meantime there is a temporary book which can be used in the same way). This is envisaged as another tool for communication. We, the teachers, will add comments about special behaviour or work. We will note if a child takes a minor tumble in the playground or if their behaviour seems slightly out of the ordinary and we would appreciate your comments too. We will add details of the books that are being sent home and reminders of key events. However, I would stress that we would still like to hear from you about more important events or problems in person or by email and we will do the same. Teachers are usually available at the end of each school day, but mornings are very busy and the class teachers would prefer to focus on the children at this stage.

Attached to this letter you will find an information slip for you to complete: there are details of options for the morning drink requirement and the collection arrangements for your child. I would be grateful if these could be completed and returned to the Class Teacher by the end of the week.

Finally, please do not hesitate to contact me if you have any worries or queries – I am keen to get to know you and work with you to ensure that your child is happy and successful.

Yours sincerely

Sally Russell  
Head of Pre Prep  
[preprep@st-hughs.co.uk](mailto:preprep@st-hughs.co.uk)

**Child's Name:** ..... **Class:** .....

*Please indicate below if your child will require milk or water with his/her morning snack or if you would prefer to provide juice or fruit*

**Break Time:** I would like my child to have milk / water with the morning snack. I will provide juice/fruit. (Please delete as appropriate)

**Late Clubs & Arrangements for Travelling Home :** Please fill in the chart showing when your child will be picked up and by whom. Please indicate your choice of Late Activity.

	<b>3.30 pm</b> – by whom	<b>4.20 pm</b> Late Club – by whom	<b>Late Club</b> Please Circle Choice
Monday			Late Class
Tuesday			Late Class
Wednesday			Late Class
Thursday			Late Class
Friday			Ballet : - Y1 & 2
			Late Class

Late Club is intended for those children who have been in school for more than one term and have siblings or share a journey with children from other sections of the school. Children should be picked up from Pre-Prep **by 4.20 pm**.

Signed: ..... Print name : .....