



17th March 2025

Dear Parents/ Carers,

The start of this year seems to be whizzing past. We have had lots of amazing events on already. Thank you to everyone who took part in our World Book Day, there were some amazing costumes. Many of the year 6 children enjoyed a great week away at PGL, do look at the photos on my page of the school website. Thank you to those staff that gave up their free time to go on the trip...we had lots of fun as well!

Last week saw the amazing debut of Midsummers Night Dream at The Woodville's. The children gave an amazing performance, we could not have been prouder and a tear or two of joy was shed!

We are also pleased to announce that we are now an Opal accredited school. We achieved the Platinum award which means we are now in the top 0.5% of primary schools in the country who have achieved an OPAL Platinum award. Opal has transformed break times and the children love it.

Miss M Sexton - Head Teacher

If you think you could qualify for free school meals and you have not done so already, you can make a direct application using the government website;

<https://www.gov.uk/apply-free-school-meals>

Your eligibility will be checked and your application will be immediately processed. You will receive an immediate decision and school will be informed.

Please do not reapply if you already qualify and are in receipt of the free school meal benefits.

This process is only for qualifying for free meals through your tax benefits and should not be confused with the Universal Free Meal that every child receives in the UK from Reception to the end of Year 2.

If you are unsure, please ring the school office for help and advice.



Are you entitled?

Contact Information

All communication regarding appointments, attendance, online payments, clubs or admissions should, in the first instance, be made through the school office by email or telephone. This will then stop you receiving text messages or calls when your child is not in school.

If you wish to discuss anything with your class teacher, regarding issues in class, you are able to do this at the end of the school day. You may also write a note in your child's 'Contact Book' if they have one, or write a note for your child to give to their class teacher.

If you wish to discuss something with a member of the Senior Leadership Team, you can speak to the Deputy Head, Miss Hart. If you feel that you have not reached a satisfactory conclusion, you may then speak to the Head Teacher, Miss Sexton. Please email or ring the office to arrange a mutually convenient appointment.

Both Miss Hart and Miss Sexton can be contacted via the admin email address, which will be forwarded to them. You will receive a response to your enquiry within 48 hours, during the school week. This reply will also come via the admin email address admin@westcourt.kent.sch.uk

It is school policy that no parents or carers contact members of staff directly and only use the admin email address.

Please note that there are members of our Senior Leadership Team on the gate each morning and afternoon, if you wish to have a quick chat with them. Thank you.



Reminder that the Easter holidays are coming up. Last day in school for children is Friday 4th April and the children return on Tuesday 22nd April.

All term dates are on our website: <https://www.westcourt.kent.sch.uk/term-dates-inset/>

Please can you ensure that your child has a full kit for their PE lessons, which includes suitable footwear for outside play. PE kits should be kept in school as sometimes, the day your child has PE may have to be changed.

All clothing should be clearly marked with your child's name so that any lost items can be returned to them and they are not added to lost property, located in the lobby area to the school office.

You may wish to provide your child with suitable clothing for outdoor activities, please ensure that these are also clearly labelled and are not expensive items of clothing.

Can we also remind you all that children should only be wearing one small pair of stud earrings to school and not hoops of any kind. All earrings need to be removed for PE as we are not able to use tape to cover earrings for Health and Safety reasons.



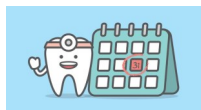
If you would like to know the school lunch your child could have, menus are displayed, for the term, on our website. You will find the menus under;

<https://www.westcourt.kent.sch.uk/dinners-free-school-meals-food-vouchers-holiday-ac/>



Please can we remind you all that if you are taking your child out of school for any reason, in order for absence to be authorised, you must provide a copy of the appointment they are attending and the reason for their absence. You can either bring in a paper copy of the appointment or ideally, send a screenshot to the admin email address. School can only authorise absence for appointments for the child, we can not authorise children being absent from school for parent or sibling appointments. Please can you let the office know by 10am your child's lunch choice if they are returning as meals are prepared for the number of children in school each day.

Please be aware that any absence will be unauthorised without evidence. Thank you for your support.



Please note that we have a waiting list for our Breakfast Club and we are not able to offer a drop in service for parents as one off's, due to staff to children ratios and also for health and safety reasons.

This club runs Monday to Friday from 8am for every day school is open (not Inset Days). Entry is through the Early Years gate, up the ramp beside our Foxes Den and through the doors to the main hall. The latest time for entry is **8:15am**, please ensure you do not leave children unattended on school grounds or brought to the office if they are late for Breakfast Club as they will have to wait for the main gates to open at 8:40am.

Payment is made through your online School Money account, in advance or for each day they attend. Regular attendance is required to ensure your child keeps their space. If children do not attend and we have not received a message as to why, you will receive a phone call. If you have any queries, please contact the school office.

The 7:45am early start is only for working families with prior agreement, do not send your child to this earlier time, unless you have agreed this in advance.

If you are interested in our Breakfast Club, please see all information on our website <https://www.westcourt.kent.sch.uk/breakfast-club-booking-required/>



It is our goal to provide a safe, learning environment for all children here at Westcourt and as we have children attending who have life-threatening allergies to nuts, we are a NUT-FREE school.

Since this condition can be life threatening, we ask for all child to not have any nut containing products in their packed lunches, such as, peanut butter, spreads containing nuts like Nutella, snack bars or biscuits. We also need your help in encouraging children to not share their lunches. Thank you for your understanding.

