



Highwood Primary School
Mead Way, Bushey, Watford, Hertfordshire, WD23 2AW
Tel: 01923 256210 E-mail: admin@highwood.herts.sch.uk
Promoting Resilience, Achieving Potential
Headteacher Mrs B Rai

Monday 7th September 2026

Dear Parents and Carers,

Welcome to the new academic year 2026/ 2027.

I hope this letter finds you and your family in good health hoping you had an enjoyable and restful summer holiday.

Last week was a gentle and smooth start, this week Forest School and P.E lessons will commence, as well as some of our after-school clubs.

We also welcome our new families joining us in Nursery, Reception and our new joiners in other classes. We look forward to you being part of the Highwood community.

Take time and be prepared



The foundations of a good start to the year are for all pupils to be punctual, attend school every day, wear the correct uniform, to follow the behaviour Golden Rules and to complete their Home learning.

Please make sure that your child is ready for the start of the term.

We've all been there! The long summer holidays have altered our routines to our waking up, sleeping and eating patterns. We understand there could have been changes during the holiday. However, by working in partnership we can make sure your child gets the best possible start.

Meet the New Teacher Meetings

The relationship between the school and parent, and carers is so important. With that in mind, we will be inviting you to a meeting with your child's new teacher to understand what will be happening this year in the classroom. We will send the timetables, curriculum maps, and full set of diary dates next week so that you can plan to attend this meeting and other events.

School timings and Entrance

The school entrances and exits remain on Bushey Mill Lane and Mead Way, **but** please see below the procedures:

Nursery & Reception

For the morning drop off, all parents and carers are to walk with their children to the **Nursery/Early Years Gate** and say goodbye. However, for the end of day pick up, parents and carers are invited onto the courtyard outside the Nursery/Reception classrooms, but please ensure you wait behind the line marked with the drain covers, until the teacher has dismissed the entire class.



Please ensure younger children stay with you and do not approach the classrooms or play with the equipment.

A reminder of the Nursery and Reception times.

Year Group	Entry time	Exit time
Nursery (morning)	8.45	11.45
Nursery (afternoon)	12.15	3.15
Nursery (full time)	8.45	3.15
Reception	8.45	3.15

Year 1 and 2

For the morning drop off, all parents and carers are to walk with their children to the **gate by the amphitheatre. This is the Key Stage 1 entrance gate** and say goodbye. However, for the end of day pick up, parents and carers are invited onto the courtyard outside Years 1 and 2 classrooms but they must wait behind the white line, until the teacher has dismissed the entire class. **Please ensure younger children stay with you and do not approach the classrooms or play with the equipment.**

Year Group	Entry time	Exit time
Years 1 and 2 (KS1)	8.50am	3.20pm

Due to Health & Safety regulations and for safeguarding reasons, no children or siblings will be allowed to use the large play equipment, enter the Basketball Court, or play with toys around the school at the start and end of the school day. They cannot enter the cloakrooms to use the toilets. They will need to go to the main entrance to use the toilet within the foyer.

- All classes will be dismissed safely by the school team. Please keep a distance so that the staff member dismissing the class can see the children's parents/carers clearly.
- If you wish to speak to the class teacher at the end of the day, please wait until everyone has been dismissed. Please refrain from distracting the school team during dismissal of children.
- If you need to pass a message to the teacher for the start of the day please pop round to see the office team so that we can get this information to them. If it is not a matter of urgency, please email the office team at admin@highwood.herts.sch.uk
- Due to safeguarding reasons, please leave the school grounds promptly and safely or as directed by school staff.
- **Please ensure that if your child has brought a bike or scooter to school, please do not ride on school grounds only when off the premises.**
- **A polite reminder that no dogs are allowed on the school grounds, with the exception of guide or hearing dogs.**

Thank you for your continued co-operation, support, and understanding. We look forward to a positive start to the new academic year.

Please find below the diary dates for part of this term. While we have done our best to finalise all events, there may be some new additions or changes as the term progresses. We will always aim to let you know as early as possible about any updates.

We have a range of exciting events planned. Your involvement is invaluable in building a strong partnership to support your child's learning and experience at Highwood Primary School.

Thank you for your ongoing support.

Yours sincerely,
Bindu Rai
Headteacher

Friends of Highwood – Welcome Back Fair

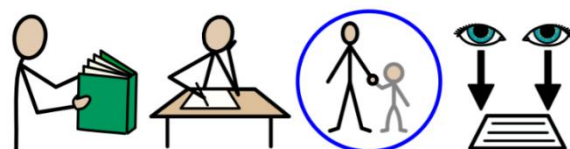
A reminder that our Welcome Back Fair will be taking place this Saturday 12th September, from 12pm-3pm. If you are able to volunteer some time to assist on a stall, set up or pack away, please sign up <https://volunteersignup.org/WDFHP>

We will be holding a dress down day for Y1-Y6 on Friday in exchange for a Tombola prize.



We look forward to seeing you there!

Book Look Days will be starting! Find out how much progress your child is making.



We are excited to let you know that Book Look Days will be starting again. On the dates below, you're warmly invited to join us **at the end of the school day**. This is a lovely chance to sit with your child, look through their learning, and chat together about everything they've been working on. It's an informal and relaxed way to see just how much progress they're making. If you'd like a more in-depth, individual meeting with the class teacher, please contact the school office to arrange a separate time.

08.09.26	Nursery Stay and Play sessions with parent carers
09.09.26	Nursery Stay and Play sessions without parent/carers
08.09.26	Reception pupils start school half day and gradually increase their time throughout the week
11.09.26	Nursery and Reception pupils are in school all day Dress down day for Y1 to Y6
12.09.26	 Friends of Highwood Welcome Back Picnic 12.00pm - 3.00pm Please volunteer if you can.
14.09.26	Launch of OPAL Leaders from Year 5 and Year 6
15.09.26	Years 5 and 6 Meet the new teacher meeting 8:55-9:25am
15.09.26	Years 1 and 2 Meet the new teacher meeting 2:45-3:15pm
16.09.26	Years 3 and 4 Meet the new teacher meeting 8:55-9:25am
21.09.26	Launch of School Council and ECO Committee
28.09.26	Hustings take place this week for School Council and ECO Committee
29.09.26	Year 6 Parent / Carer PGL Meeting 3.30pm
30.09.26	Year 6 Bentley Priory Visit – Letter to be sent asap.
01.10.26	Van Cols Photo Day – more information will be sent out 
01.10.26	 Autumn School Census Day Census Day is an important day for schools across the country. On this day, the government collects information about the number of children having a school meal. Why does this matter? ✓ The number of meals taken on Census Day directly affects the funding our school receives for the year. ✓ More meals booked means more funding, which helps us provide the very best opportunities, resources, and support for your children. That's why we kindly encourage all families to book a school meal for their child on Census Day —even if they don't normally have one. Every

	meal really does make a difference! Thank you so much for your support.
02.10.26	Election for School Council and ECO Committee Representatives
12.10.26	Harvest Celebration Week - more information will be sent out 
13.10.26	Year 3 Trip to Chiltern Open Air Museum – Letter to follow.
19.10.26	Book Look Day after school 
21.10.26 to 23.10.26	Year 6 PGL Residential visit (3 days) 
22.10.26	Year 4 Trip to Cassiobury Park – Letter to follow
26.10.26	Break up for Half Term (Normal finish)
Half Term 26.10.26 to 30.10.26	
02.11.26	Pupils Return to school
05.11.26	Guy Fawkes Day – Remember safety around fires and fireworks