



THE WILLOWS
PRIMARY SCHOOL AND NURSERY

Friday 21st November 2025



Headteacher's Message

Dear parents and carers,

Another week has whizzed by and if you look carefully you can just peek Christmas and 2026 on the horizon!

We have had a little cold snap this week which was a reminder, after the warm Summer and mild Autumn, that the British weather can be chilly when it wants to be! Please remember that even in the cold, we will still aim to be outside as much as possible. Make sure that you provide plenty of warm layers for your child when the temperature dips!

At The Willows we pride ourselves on the different communication that we have available to you as parent. On the app you will find every event and important dates for the year as well as information on how to book clubs, dinners, trips and medical appointments. Class Charts is intended to give you access to your child's teacher when you need to ask for advice, request something or just run something past them. The admin email is there for more urgent requests, to ask for help from someone in the school or to pass information on quickly. And of course, staff are always available for a chat when you see us!

I like having all these methods, and I like that fact that we are an open school. However, the primary role and responsibility of class teachers is to teach, not answer multiple lengthy Class Charts! Please make sure that if you want to ask the school something you direct your communication through the right channels. I would always say that anything remotely important goes to the admin email as this can be shared with multiple people. Teachers may not access Class Charts all day and may miss something.

Respectful communication and collaboration will make us stronger!

Have a great weekend everyone,

Mr T Robinson

Headteacher



BERLESDUNA ACADEMY TRUST – VACANCIES

CHERRY TREE – EYFS CLASS TEACHER closing date 10th December
FAIRHOUSE – SEND LEARNING SUPPORT ASSISTANT closing date 9th December
FELMORE – PART TIME CLASS TEACHER closing date 24th November
WHITMORE – CLASS TEACHER (FIXED TERM) closing date 1st December
WHITMORE – SEND LEARNING SUPPORT/MIDDAY ASSISTANT closing date 24th November
WHITMORE – EYFS/KS1 LEARNING SUPPORT ASSISTANT closing date 15th December
WILLOWS – EYFS CLASS TEACHER (FIXED TERM) closing date 14th November

For more information and to apply for any of these exciting opportunities, please follow the link to our website [Vacancies - Berlesduna Academy Trust](#)



Festive Fun Disco

with Moji Entertainment

3rd DECEMBER

£4 a ticket

Ticket includes entertainment from Moji, plus drinks & snacks

2-3pm - Reception
3-4pm - Years 1 & 2
4-5pm - Years 3 & 4
5-6pm - Years 5 & 6

Please purchase your ticket at:
www.pta-events.co.uk/thewillowspta/

Tickets can also be purchased from the PTA during Parents Evening (12th & 13th Nov).

Subject to weather they will be sold in the school playground at pick up time on Mon 17th - Thurs 20th November.

These will be CASH only purchases.

The Willows PTA!

Exciting News

We're thrilled to announce the launch of our brand-new events site your goto hub for all upcoming PTA events!

www.pta-events.co.uk/thewillowspta

Online Ticket option now available for future events

Prefer to Pay with Cash?
No problem! We'll continue offering tickets at school on specific days and times.

Keep an eye on our emails, posters, and updates so you don't miss out!

Thank you for your continued support and for being part of our amazing school community!

Contact Us
Email: pta.thewillows@gmail.com
Facebook: Parents page TWPS

The Willows Primary PTA

You can now find information on any of our events under the 'PTA Events' section on the contents page of the PA connect app.

For more information, or to register your support please email:

pta.thewillows@gmail.com.



DATES TO REMEMBER

- **Year 1/3/6 Cinema Trip**—Wednesday 26th November
- **Festive Fun Disco**—Wednesday 3rd December (See individual times for each year group)
- **Reception reading café** - Thursday 4th December 2.30pm-3.30pm

<https://www.nhs.uk/live-well/is-my-child-too-ill-for-school>

It can be tricky deciding whether or not to keep your child off school, nursery or playgroup when they're unwell. There are government guidelines for schools and nurseries about health protection and managing specific infectious diseases at GOV.UK. These say when children should be kept off school and when they shouldn't.

If you do keep your child at home, it's important to phone the school or nursery on the first day. Let them know that your child won't be in and give them the reason. Any sickness or diarrhoea present, your child will need to be kept home for **48 hours** from the last episode.

If your child is well enough to go to school but has an infection that could be passed on, such as a cold sore or head lice, let their teacher know.

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Reporting Absence

Please report your child's absence to the office by emailing admin@willows.essex.sch.uk or by leaving a message on the office telephone by calling 01268 470880.



The school must be informed **EVERY school day** that the child is absent.

Please ensure that you have reported your child's absence by **9.20am**.

Lateness

We are recently noticing a large number of children arriving late to school without an agreed arrival time.

This will impact your child's overall percentage of attendance.

Persistent lateness to school can significantly disrupt academic performance, social dynamics, and overall students well-being, leading to long term, negative consequences.

Whilst we understand that there are certain situations where this cannot be helped, it is important that you keep communicating with us. This is to help us better understand, or to be able to help with the improvement of late arrivals, addressing any barriers that may be contributing to this. If your child arrives to school after the gates have closed, or if they have an agreed later start time, you must accompany them to enter school via the office. You must sign them & support them in using our InVentry console in the reception area. You will be asked to give a reason for their lateness, please make sure you complete this accurately, **as it is recorded on your child's attendance.**

If a later arrival time has not been agreed, should your child arrive after 9am, they will be marked as 'L' on the register. Any arrivals after 9.25am are marked as 'U', which goes down as a missed/unauthorised mark!

PLEASE BE REMINDED THE SCHOOL GATES CLOSE 9AM PROMPTLY!

If you or your child have an appointment, or know that you will be arriving to school late for any other reason, please inform the office via email your child's lunch choice for that day. This is so the kitchen can be provided with the correct number of lunches. Should we not receive your lunch choice, we cannot guarantee your child will be able to have their preferred option.

Should your child's choice be baguette, please state which filling they would like to have.

Thank you for your understanding.



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CRAYS HILL
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FELMORE
PRIMARY SCHOOL



CHERRY TREE
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FAIRHOUSE
COMMUNITY PRIMARY SCHOOL



ST MARY'S CofE
PRIMARY SCHOOL



St Nicholas
Primary



Canewdon
Primary School

WELL DONE!

1R Amelia for being kind and caring every day.

1P Adam for always being kind to your friends and looking after others when they are sad.

1C Luna for always showing kindness to your friends and the adults within the school.

2D Kyra always comes to school with the kindest smile and works well with her friends, using her manners and kind words.

2H Sophia for always showing kindness towards all of your friends.

2T Finn is a kind boy who enjoys the company of his friends. He is a wonderful example of a good friend and looks after his peers. Keep it up Finn!

3SB Pippa for showing kindness to others and offering to help when they need it.

3D Kairo for always trying to show kindness to his friends.

3S Diana for always demonstrating kindness to adults and peers, being willing to help and support whenever she can.

4I Ayan for always being exceptionally kind, showing thoughtfulness and care towards everyone around him.

4E Teddie for always being kind and considerate to those around him. He has a lovely smile which lights up the classroom.

4RH Amelia for showing exceptional kindness, always brightening our Year 4 classroom with her caring heart and thoughtful actions. Keep it up!

5F Ilinca for always being kind and helpful in and out of the classroom.

5J Ronnie for being kind and caring about others in the classroom, and always checking in on others when they need support.

5W Leonard for showing kindness and compassion towards everyone in the classroom and beyond.

6B Iosif for always demonstrating kindness by being friendly, generous and considerate to all.

6H Devon for settling into a new class with remarkable courage and positivity, and for consistently demonstrating the core values of The Willows Primary School.

6F Archie for adopting a more focused and hardworking attitude towards his school work. I have been very impressed with him these past two weeks!

Star Readers of the Week

Yr1— Nicolas, Finley, Archie

Yr2 — Harrison, Jakub, Maisie

Yr3 — Aiden, Oscar, Clementine

Yr4 — Leia-Rae, Reggie, Svetoslav

Yr5 — Chimeremeze, Aiden, Jacob

Yr 6— Owen, Felix, Maya

Superstar Writers of the Week

Yr1— Billy, Evelyn, Theo

Yr2— Riccardo, Tilly, Sonny

Yr3 — Ivy, Isaac, Logan

Yr4 — Ismachiah, Joury, Matthew

Yr5 — Harleigh, Rocco, Tyler

Yr 6— Vinny, Elnathan, Evelina

Whole Class Superstar Readers of the Week

Key Stage 1: 2T-87 **Lower Key Stage 2:** 3S-72 **Upper Key Stage 2:** 5J-83

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OPAL

This weeks OPAL Certificate

Khaliyah for working hard to tidy up equipment and encouraging others to tidy.

Laundry basket 	Suitcase 	Wooden spoons 	Action figures 	Plastic crates 
Dress up items 	Cars 	Dinosaurs 	Pans 	Plastic dolls 
Lego 	Small balls 	Scooter 	Plastic tubes 	Tarpaulin 
Beach spades 	Buckets 	Trowels 	Skateboard 	Cardboard tubes 
Guttering 	Wooden planks 	Helmet 	Aprons 	Chalk 

Please try to keep these items in mind as these are the kinds of donations that our school needs as part of our Outdoor Play and Learning initiative. These items will make playtimes outside much more exciting, engaging and fun! Please give your child's class teacher any donations and these can then be passed on. Thank you for your ongoing support. Kind regards,



Congratulations to Mia in 2T, who came in at an amazing 1st place out of 63 contenders in her gymnastics competition at the weekend!



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Reception—September 2026

With the September 2026 school application process fast approaching, here are some useful steps to follow when applying;

- Application Period: Applications for primary school places in Essex are open from **10 November 2025** to **15 January 2026**.
- Application Method: You can apply online through your local council or use the application form provided by the council.
- Preparation: Ensure you are prepared for the application process, as starting primary school is a significant milestone for your child.
- Check Preferences: Make sure to use all four of your preferences to increase your chances of securing a place at your preferred school.
 - Offers: Offers will be sent to **online applicants by email on 16 April 2026**.

Good luck with your applications, please do not hesitate to ask any questions you may have.

Senior School Admissions—September 2026

Applications for the 2026 school year are now closed.

If you wish to make a late application for a secondary (year 7) school place, use the online late application form on the Essex admissions website: www.essex.gov.uk/schools-and-learning/schools/admissions

All applications received after 31 October 2025 will be treated as late and will only be processed after all on-time applications.

You are less likely to get a place at one of your preferred schools if you apply late.



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