



Friday 19th December

Headteacher's Message

Dear parents and carers,

Well, it is finally here! Autumn Term is always long and tiring, through in illnesses and also the changes in weather and sometimes it feels as though you are limping through the finishing line!

I will keep today's message brief. Thank you all for your support, cooperation and constructive criticisms (mostly!). Without your support the job is a lot harder.

I want to wish you all a good break, and hope that you have some really quality time with your families and friends and get to do the things that you like to do.

We will see you all next year. 2026! Wow!

Mr T Robinson  
Headteacher  
The Willows Primary School





# WELL DONE!



**1R Finley** for being a shining star and a positive role model in our class.

**1P Jazmyn** for being a fantastic member of 1P, always trying your best and being kind and helpful.

**1C Emily** for being a fantastic member of 1C, always trying your best and being kind and helpful.

**2D Lily** is such an amazing pupil to have in the class. She always strives for excellence and holds such high standards for herself in her behavior, work and interactions with her peers. We are so proud of Lily and she deserves lots of fun this Christmas!

**2H Khaliyah** for working hard in all areas of learning at school and ensuring that you always try your best.

**2T Nura** is a kind, caring girl who always looks after her friends. She is helpful and always wants to make everybody smile. Well done Nura!

**3SB Elsie** for always trying her best in every lesson, and for being a kind member of the class.

**3D Frankie** for consistently trying his best in every lesson and always having a smile on his face.

**3S Katrielle** for always putting in effort to her work across the curriculum.

**4I Victoria** for demonstrating consistent effort, positive behaviour, and having a great approach to learning across all areas.

**4E Giovanna** for being a tremendously wonderful young person. Gio is helpful, kind, thoughtful and generally an absolute pleasure to have in the classroom.

**4RH Amy** for being an all-round amazing member of our Year 4 class. Amy consistently shows kindness, integrity, and a strong sense of justice, while approaching every challenge with resilience and a positive attitude. She is a wonderful role model to others and a valued part of our school community. Keep it up!

**5F Autumn** for an excellent first term in year 5. You have been really pushing yourself in Maths lessons, been a kind and caring member of the class, you always support others and you truly are just a fantastic human being. Well done!

**5J Nola** for being an absolutely fantastic all-rounder, showing fantastic effort across all lessons and being a great role model to others.

**5W Jacob** for being an outstanding pupil all round! Always showing excellent behaviour, working hard in every lesson and setting a good example to all those around him!

**6B George** for not only showing his multitude of skills during lessons but always doing so with enthusiasm.

**6H Krish** for consistently demonstrating the Willows School values throughout the term. Krish has shown excellent effort, strong determination, and a positive attitude to learning in year 6. He has also shown outstanding effort and improvement in his reading.

**6F Ebben** for achieving in all aspects of year 6. Ebben is making huge improvements daily and demonstrating the right attitude of a year 6 pupil.



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PRIMARY SCHOOL

## 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](mailto:pta.thewillows@gmail.com).



## DATES TO REMEMBER

- ◆ **Return to school—Monday 5th January**

Diary Dates



### BERLESDUNA ACADEMY TRUST – VACANCIES

CANEWDON – CLEANER closing date 6<sup>th</sup> January  
CANEWDON – CARETAKER closing date 6<sup>th</sup> January  
CANEWDON – MIDDAY ASSISTANT closing date 6<sup>th</sup> January  
FELMORE – SEND LEARNING SUPPORT ASSISTANT/MIDDAY ASSISTANT closing date 4<sup>th</sup> January  
MERRYLANDS – CLEANER closing date 6<sup>th</sup> January  
ST NICHOLAS – CARETAKER closing date 8<sup>th</sup> January

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

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### Attendance percentages

#### for this week.

Yearly - 93.6%    Weekly - 92.8%

KS1 – 90.6%    KS2 - 93.8%



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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 **10th November 2025** to **15th 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.**



**Congratulations to our winners of the '12 Days Of Christmas' attendance challenge!**

**We look forward to bringing you some new challenges in 2026!**



### Whole Class Superstar Readers of the Week

**Key Stage 1: 2T—63 Lower Key Stage 2: 3SB—100 Upper Key Stage 2: 5J—100**

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## Reporting Absence

Please report your child's absence to the office by emailing [admin@willows.essex.sch.uk](mailto: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.**

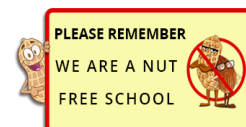
If a later arrival time has not been agreed, should your child arrive after 9am, they will be marked as 'L' on the register. Any arrivals after 9.25am are marked as 'U', which goes down as a missed/unauthorised mark!

**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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St Nicholas  
Primary



Canewdon  
Primary School



The children have all had a wonderful week, engaging in all the festive activities and getting in to the Christmas spirit!



We hope you have a wonderful Christmas & Happy New Year!

We look forward to seeing you back at school on

**Monday 5th January 2026!**



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# Communication at The Willows

At The Willows, we pride ourselves on the multiple lines of communication that we offer. Here is a simple guide on how to best use them!

## The Willows Parents App (PA Connect)

The place where you can find everything!

You can use the app to:

- Check menus
- Check upcoming dates
- Look at calendar events & term dates
- Notify us of an absence, a medical appointment or to request a holiday
- Pay for trips/events



## Class Charts

This is to communicate directly with your child's teacher for all non-urgent things. You can use this to:

- Notify your child's teacher directly of something that is not urgent (lost items etc)
  - Ask a non-urgent question (e.g. Ask about a trip that is the future)
- Inform the teacher of something about your child that may help support them (e.g. A pet passed away and they may be upset)

## The School Admin Email - [admin@willows.essex.sch.uk](mailto:admin@willows.essex.sch.uk)

How to get a message to the right person.

This is to be used for all urgent and confidential enquiries! For example:

- To notify us of anything urgent (e.g. Late pick ups, changes to adults picking up, absences if you cannot use the app)
  - Notify us of anything confidential (safeguarding, personal information)
    - Ask to speak with SLT or the Inclusion Team about your child
- Ask a question about something wider than your child's class (e.g. Staffing, Health & Safety etc)
  - Speak with someone about a concern that you have
    - Talk to us about anything financial



**Using the correct method of communicating with us will hugely improve the speed in which we can deal with your issue as it will go the right person at the right time!**

Thank you for your cooperation.

The Willows

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