



Windlesham Information Letter

10th September 2021

Please click on the links in the contents list to read the information of relevance to your child or children's year group.

Contents

All Year Groups	2
Recently returned to the UK? - TAKE ACTION	2
Sign Out & Weekend Registration	2
Car Boot Sale, 12th September - POSTPONED	2
Parent Information Evenings	2
Music Lessons Agreement (continued or just getting started) - TAKE ACTION	2
Additional Language Lessons (All Pupils) - TAKE ACTION	3
School Photographs - Please confirm your preference - TAKE ACTION	3
Long Weekend, Exeat - TAKE ACTION	3
Learning Development	3
Clothes Recycling	3
Pre Prep	3
Daily Registration	3
Water Bottles	3
Kit requirements for the week (Reception - Year 4): Forest School Kit	3
Prep School	4
Weekend Plans, Year 3 - 8 - TAKE ACTION	4
Sport this Saturday	4
Mouthguards/Gum Shields - LAST CHANCE	5
Water Bottles	5
Author Event	5
Future Schools Information	5
Scholarships	5
Senior schools - Registration Information	5
All Year Groups	2

Recently returned to the UK? - TAKE ACTION	2
Sign Out	2
Car Boot Sale, 12th September - POSTPONED	2
Parent Information Evenings	2
Music Lessons Agreement (continued or just getting started) - TAKE ACTION	2
Additional Language Lessons (All Pupils) - TAKE ACTION	3
School Photographs - TAKE ACTION	3
Long Weekend, Exeat - TAKE ACTION	3
Learning Development	3
Clothes Recycling	3
Pre Prep	3
Daily Registration	3
Water Bottles	3
Kit requirements for the week (Reception - Year 4): Forest School Kit	3
Prep School	4
Weekend Plans, Year 3 - 8 - TAKE ACTION	4
Sport this Saturday, Year 3-8	4
Mouthguards/Gum Shields - LAST CHANCE	5
Water Bottles	5
Author Event, Year 6 and 7	5
Future Schools Information	5
Scholarships	5
Senior schools - Registration Information	5

All Year Groups

Recently returned to the UK? - TAKE ACTION

You will have recently received a request from your House Parents to confirm whether or not you have been overseas: **We are asking that anyone who has returned to the UK recently and is either awaiting the results of a day 2 PCR test, or still need to carry out a day 2 PCR (either to be carried out at home or by school), needs to confirm this with school.** Please ensure you respond to your House Parent to confirm these important details.

Sign Out

Years 7 and 8: Front of school
 Years 3 to 6: Back Pitches
 Pre-Prep: Pre-Prep Car Park

Regular weekday sign out times for the Prep school are 4:30pm, 5:15pm and after Prep. Please can we ask that you do not regularly collect outside these times but if you need to then you must come to the front office to sign your child out. For Pre-Prep, sign out is always from the Pre-Prep. If you have

pupils in more than one location please speak to your child's form teacher about making collection easier for you.

Car Boot Sale, 12th September - POSTPONED

Due to unforeseen circumstances, we have made the decision to postpone the Car Boot Sale. We are still very excited about holding this event and will confirm a new date as soon as possible. In the meantime, if you are keen to book a boot, please do email Alex Evans at evans@windlesham.com and bring your £5 into the office. Remember, if you would rather just donate second hand items for us to sell, that's also great, please leave them in the front hall FAO Alex Evans.

Parent Information Evenings

If you have been unable to attend any of our parent information evenings, we will be sending out recordings of the presentations in the coming week and these will also be published on the [Parent Portal](#)

Future dates: Monday 13th September 19:00 - 20:00, Year 3 and 4. If you would like us to supervise your children and take them to supper or if you would like to pick them up at 4.30pm before the information evening, please email us to let us know: whsoffice@windlesham.com.

Music Lessons Agreement (continued or just getting started) - TAKE ACTION

Music is for everyone! Thank you to all those who have requested new lessons, or a continuation of their lessons from the previous academic year. For anyone who has already signed up or thinks they would like to sign up to music lessons, **you must complete** this [short form](#) agreeing to the terms of our individual music lessons. If you have any questions, please contact Richard Fitt, Head of Music (rfitt@windlesham.com)

Additional Language Lessons (All Pupils) - TAKE ACTION

We are delighted to announce the details to sign up for additional language lessons. All pupils from Reception to Year 8 are invited to sign up should they wish. Please complete the form [here](#) to start the process. **Forms must be completed by Wednesday 15th September.** If you have any questions, please contact Madame Clark, Head of MFL eclark@windlesham.com

School Photographs - TAKE ACTION

Without the need to keep our pupils in bubbles, this means that we are once again able to offer both individual pupil photos, as well as photos with siblings. If you would like your children to be photographed together, please email WHSoffice@windlesham.com to confirm this so that we can collate a confirmed list as these will be arranged by request only.

Long Weekend, Exeat - TAKE ACTION

On 24th September (long weekend), we will be offering activities for those children who wish to stay until 5.30pm through our GEMS (Pre-Prep) and WACA (Prep) holiday clubs. If you would like to book a place please email Gems@windlesham.com for pre-prep and holidays@windlesham.com for Prep. It will be £20 per session.

Learning Development

If your child was seen by a member of the Learning Development Department last year, then you should have already received a reviewed IEP for last term. During the next couple of weeks in consultation with form tutors, subject teachers and Phase leaders, a member of the LD Department will be in contact to discuss provision for your child this year and set new targets to work on during the Autumn term.

If you have any queries, please do not hesitate to contact Melissa Jordan mjordan@windlesham.com.

Clothes Recycling

I am very pleased to report that we have already raised £43 from clothes recycling. If you have any old clothes to recycle there is a big green bin just up the steps near the arch as you drive around the back of the school. If you are not sure where that is please feel free to leave shoes and clothes for recycling at the front office or Pre-Prep hall FAO Alex Evans. Thank you.

Pre-Prep

Daily Registration

Morning registration takes place at 8:15am each day. All pupils should arrive at school no later than 8:10am so that they can be registered correctly. If you are going to be late, please contact the front office to let us know: WHSoffice@windlesham.com

Water Bottles

Please can all children ensure they come to school each day with a named water bottle.

Kit requirements for the week (Reception - Year 4): Forest School Kit

Please can all children ensure they come to school on Monday 13th September with the following kit:

- Swimming
- Forest School (please see the list below)
- Indoor and outdoor trainers
- White socks

Forest school kit

- A long sleeve t shirt to protect from stings, scratches or sunburn
- A warm jumper or tracksuit top
- Outdoor trousers (showerproof) OR tracksuit bottoms and waterproof trousers. Shorts are not acceptable.
- A warm, waterproof coat
- Gloves
- A winter hat, preferably with no dangly bits that can get caught on branches or fall in the fire!
- Protective footwear such as wellies or walking boots. Trainers are not acceptable for forest school
- A spare pair of warm, thick socks.

Before each session, I will ensure that children receive a message to help them decide what to wear for the session, depending on the weather.

Prep School

Weekend Plans, Year 3 - 8 - TAKE ACTION

In order to help us plan, we are asking all parents with pupils in **Year 3 - 8** to complete a form once a term confirming your 'usual plan' for weekends (opting in or out of the Challenge and Diploma): Please **complete the following form by Monday 13th September: Regular Weekend Plans Form**. We are very pleased to be able to open the Windlesham Challenge to Year 3. This weekend the pupils will be doing team building.

Amending your plans: If your plans change for a particular weekend, please contact your House Parent to inform them.

Weekend Dress Code: Pupils who attend the Diploma and Challenge can wear their home clothes for these sessions. We recommend comfortable clothes that can be worn outdoors for various activities.

Weekend Timings: Timings for the weekend programme remain unchanged from the last academic year.

Registration 8.40am. If you arrive late for registration please come to the front office.

Collection 12.15pm if you are only staying for the Challenge or Diploma

Collection 3:15pm if you are staying for sport (see below)

Sport this Saturday, Year 3-8

There will be Football and Hockey/Netball Training for all pupils in **Year 3-8** on Saturday 11th September from 1.15 - 3.15pm. We do hope that as many children as possible can attend and really get the season off to a flying start.

Weekend Bus Timetable

The Petworth mini bus will run each Saturday morning. Please note the pick up timetable:

Bus Stop	Time
Sylvia Beaufoy Youth Centre	8:00am
Pulborough Train Station	8:10am
Storrington: Leisure Centre Car park	8:20am

Mouthguards/Gum Shields - LAST CHANCE

Pupils who are in Years 3-8 in September will require mouthguards this term. If you have not yet arranged an appropriate mouthguard for your child, it isn't too late to sign up and purchase a dentist fitted mouthguard through the school. The cost will be included in the termly fees invoice from the school at a cost of £39. Your child will be able to choose a colour on the day of the fitting. If you would like to sign your child up for a mouthguard fitting please complete the form here: [Mouth Guard Consent Form](#). The last fitting is on Thursday 16th.

Water Bottles

All children must have a named water bottle and Windlesham coat in school at all times.

Author Event, Year 6 and 7

Next Thursday we will have a virtual author visit from Michelle Paver, author of the hugely popular **Chronicles of Ancient Darkness** series. The Steyning Bookshop will supply Windlesham pupils with copies of the books, signed by Michelle Paver. Mrs Evans the librarian will be taking orders. The books are £7.99 each. If you would like one of her books please email Mrs Evans confirming the book that you

would like. Any books ordered for the event will contain a bookplate signed by the author. For more information please see the attachment.

Future Schools Information

This section provides updates received from senior schools that may be relevant to either the scholarship application process or school registration processes.

Scholarships

The application deadline for scholarships (excluding the academic scholarship) at **Hurst** (13+) for 2022 has been confirmed as Friday 26th November 2021. The scholarship application process has changed this year and applications must all be made online by parents. If you are submitting an application, please email Pippa Sutcliffe to confirm so that we can support you and inform Hurst: pstucliffe@windlesham.com

The application deadline for **Charterhouse** sport scholarship and exhibition (13+) for 2022 has been brought forward to the earlier date of **Wednesday 13th September 2021**. If you are interested in applying for the sport scholarship at Charterhouse, please contact Pippa Sutcliffe directly so that we can support you as needed through the application process. Please email Pippa at psutcliffe@windlesham.com

Senior schools - Registration Information

Brighton College have now confirmed their registration deadlines for pupils wishing to apply for both 2023 and 2024 entry. If you have any questions about the registration process, we would suggest that you contact the admissions team at Brighton College in the first instance: admissions@brightoncollege.net

13+ 2023 Entry - Current Year 7 pupils applying for a 2023 place, deadline for registrations is Friday 3rd September 2021 ****Now Closed****. **If you have missed this deadline, please speak to Pippa Sutcliffe directly before the end of next week (Friday 17th September)**

13+ 2024 Entry - Current Year 6 pupil's applying for a 2024 place, deadline for registrations is Friday 1st October 2021

Please remember to keep Windlesham informed of your senior school choices in order that we can prepare any supporting documents which may be requested.