



## Windlesham Information Letter

### 28th August 2021

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

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## All Year Groups

### First Day Timings

All pupils (day and boarding) in years 7 and 8 will be required to complete a covid test before they start school. **Returning pupils** should be dropped off at the front of school and walk down to the Malden Family Theatre (MFT) where their tests will be completed. Parents, guardians and taxis should continue round to the Pre-Prep carpark where pupils will join you to wait for their results. **New parents** should park at the front of school and accompany your children to the Malden Family Theatre (MFT) for their tests.

On receipt of a negative test result, pupils will be assisted with their luggage up to dorms. If any pupil returns a positive result, they must return home to complete their isolation period.

### Wednesday 8th September arrival times

3:00pm	Pupils	Covid Testing: Year 7 pupils in ASP and JS forms
3:30pm	Pupils	Covid Testing: Year 7 pupils in SMC and JCS forms
4:00pm	New Pupils	Covid Testing: New boarders in Years 7 & 8
4:00pm	Pupils	Covid Testing: Year 8 pupils in EMS and JF
4:30pm	Pupils	Covid Testing: Year 8 pupils in NP and AW
4:30pm	New Pupils	New boarders in Years 3 - 6 (no covid test required)
5:00pm	Parents	Year 8 parents Welcome Meeting in the MFT
5:00pm	Pupils	Years 3 - 8 boarders activity line up
6:00pm	Pupils	Supper

Parents are welcome to accompany their children into the boarding house but we would be grateful if you could wear a face mask and use hand sanitizer on arrival.

### Thursday 9th September arrival times

8:00-8:00am	Pupils	Returning day children arrive (Pre-Prep - Year 8) Registration begins at 8:15am
8:30am	New Pupils & Parents	New children arrive and come to the Malden Family Theatre (MFT) Tours for new parents

Parking for new parents: Parking will be available at the front of school

Pick up times and locations can be found in the individual year book guides which are held on the new Parent Portal [here](#):

### Covid Testing

If your child exhibits any symptoms of covid, they must remain at home and complete a PCR test.

All children in Years 7 and 8 will be required to be tested twice a week. Children will still need to be tested, even if they have been vaccinated.

In order for the school medical team to carry out the weekly tests, we require parents or guardians to complete a consent form. You can find a copy of this attached to this email. Please either complete a copy and bring it with you on the first day, or scan and email a copy to [medicent@windlesham.com](mailto:medicent@windlesham.com)

**International pupils** returning from abroad are exempt from quarantining, but are required to complete a day 2 test, please ensure that you order your tests and have these delivered to Windlesham House School. Our medical team will deal with them once they arrive. Alternatively, if your child arrived in the UK before Wednesday we will need to see evidence of their day 2 (5 or 8) negative covid result. Please ensure that you follow government guidance for required isolation and testing.

### Accessing School Information - Parent Portal

We have launched our new **parent portal**. You do not need login details to access this area of the website. You will find lots of helpful information on our parent portal so please take time to look around [here](#) :



- **Year Guides** are a handbook for parents detailing everything you will need to know about each phase of your child's schooling starting from [Reception](#).
- **Documents and Guides** gives details of our medical provision, future school guides and [kit lists](#)
- **School Buses:** If your child requires transport, you can find out about what is on offer, and book the daily school buses [here](#)



### 'Official' Parent WhatsApp Groups

WhatsApp groups have been set up for each year group. The purpose of these is to keep the parent body informed of school events, provide clarity and post important updates or changes to published information. We will be moving all parents who are already on the WhatsApp groups over to the new year groups during the course of next week. If you are not already on a group and would like to be added please email Alex Evans at [aevans@windlesham.com](mailto:aevans@windlesham.com) and provide the following information:

- Your name
- Your child's name and year group
- Your phone number

It is essential that we have these in writing to show that you have consented to being included.

### **Social Reps**

We would be very grateful if someone in each year group or form would be prepared to be a 'social rep'. How far you take this is up to you but it would be good if someone could coordinate a social WhatsApp group for the parents, especially to enable new parents to feel welcomed and to facilitate get togethers. As you are aware, we are unable to share contact details between parents due to GDPR, however, with your permission we would be able to share the contact details of the social rep with other parents. Please contact me ([aevans@windlesham.com](mailto:aevans@windlesham.com)) if you are interested and would like to know more or if you already do this. It would not be an onerous task and would I hope be a lot of fun.

### **Dress Code, Kit List and Stationery**

Please can we remind you that there is a dress code that we will require pupils to return in. The full list can be read or downloaded from the Parent Portal [here](#). In particular please note that pupils in Years 3 - 8 are required to have a **Windlesham Coat and Windlesham waterproof trousers**, these are for trips and wet breaks.

With the changes in Covid guidance we hope to have whole school events and trips. Pupils will therefore wear Formal dress code/Sunday Best for certain events this term, namely the Remembrance and Carol Services as well as at other times for chapels. However, there is no rush to buy these and we do understand that you were previously advised not to buy them yet so please do not panic, there is plenty of time and we can support you in arranging to buy them if needed.

The secondhand uniform shop has lots of coats, navy blazers and other items and will be open on the following days. Please email Alex Evans ([aevans@windlesham.com](mailto:aevans@windlesham.com)) if you are interested in seeing what we have or need any uniform advice or support.

Tuesday 31st August  
Wednesday 1st September  
Monday 6th September (after 10:00am)  
Wednesday 8th September

Alternatively please contact Mrs Tatchell in the uniform shop for new items [windleshamclothing@gmail.com](mailto:windleshamclothing@gmail.com). Summer opening hours for current Year 4-8 pupils are as follows. For new pupils or those moving from Year 2 to 3 please contact her to arrange an appointment.

Friday 27th and Tuesday 31st August, 3:30pm to 5:30pm  
Thursday 2nd and Friday 3rd September 10:30am to 12:30pm  
Monday 6th September 3-5pm  
Tuesday 7th and Wednesday 8th September 10:30am to 2:00pm

We will also have many of the **stationery items** on sale in the second hand uniform shop [Stationery List](#).

## Windlesham jumper

**\*\*NEW\*\*** This year we have introduced a Windlesham branded navy v-neck in response to requests from parents. The jumper is optional and we currently have sizes that should fit pupils from Year 2 upwards. If your child is in the Pre-Prep and you are interested in a jumper please let Mrs Tatchell know. Jumpers can be ordered from the uniform shop. Contact Annie Tatchell at [windleshamclothing@gmail.com](mailto:windleshamclothing@gmail.com)

## Mouthguards/Gum Shields

Pupils who are in Years 3-8 in September will require **mouthguards** next term. You can either return to school with any appropriate mouthguard or alternatively you can 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](#)

## Activities (including activities for potential scholars)

Please ensure that ahead of term starting, you have selected your child's activities for the autumn term. You can find details of both the [Pre-Prep](#) and [Prep School](#) activities on the Parent Portal under the co-curricular section: <https://portal.windlesham.com/>. It is particularly important that you select your child's desired **paid activities** before the start of term.

You will need to log in to Misocs to register for each activity. The activity guides will explain what you need to do. If you have any questions, please contact Stuart Edwards ([sedwards@windlesham.com](mailto:sedwards@windlesham.com)). Please note that there will undoubtedly be some changes to the unpaid activities schedule when pupils return and we see which are most popular etc. Your child's form teacher will help you and their tutees to choose a good balance of activities.

Scholarship activities are open to year 8 pupils by invitation. Teachers will be in touch with you if your child is required to attend a specific activity.

## School Calendar

We are no longer publishing printed calendars as all information about the school calendar can be found on the Misocs app and Parent Portal <https://portal.windlesham.com/calendar/>. A PDF copy of the calendar will be sent to you next week but please be aware that it is subject to change at any time. Changes will be reflected in the online calendar and published in the information letter.

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## 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 **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](mailto: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](mailto:admissions@brightoncollege.net)

13+ 2023 Entry - Deadline for registrations is Friday 3rd September 2021

13+ 2024 Entry - 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.