HALLFIELD PRIMARY SCHOOL
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NORTH WESTMINSTER FEDERATION
Executive Head: Mr Aaron Sumner

10th October 2025

Dear Hallfield Families,

It's hard to believe we're already nearly halfway through the Autumn term! It's been a busy and exciting few weeks, with new clubs up and running, enriching trips taking place, competitions and lots of active, hands-on learning across the school. We've also loved welcoming parents into school to see learning in action. Our Friday assemblies have been a real highlight, offering a chance to celebrate how our children live out the Hallfield Values in so many different ways — and it's been wonderful to have families join us for these special moments. Don't forget our International Food Festival celebrations are coming up where we invite you to bring a dish into school to share with the children and other families, celebrating the diverse range of cuisines and cultures of Hallfield families. Just remember to check the allergy guidance and let staff know if there are any possible allergens.

Don't forget, you can stay up to date with everything happening in school via our online calendar.

Calendar | Hallfield Primary School (hallfieldschool.org.uk)

There is always so much exciting learning taking place all the time at Hallfield. Remember you can keep up to date with all that is going on in school by visiting our blog at:
Hallfield Blog (wordpress.com)

Pupil Voice

Recently, we asked the children for their thoughts on how Hallfield helps everyone feel welcome and safe and if there were any areas we could support more. Their thoughtful responses showed a strong understanding of online safety and a clear awareness of the adults they can turn to for support. We're also beginning to explore children's rights, such as the right to play, to be safe from harm, and to access education — as outlined in the UN Convention on the Rights of the Child.

Hallfield Helpers
We would like to form a group of parents / carers who feel that they can commit to supporting the organisation and running of events for children at Hallfield. This requires some commitment from volunteers but will help the school to offer more activities for children around the school day, such as discos and movie nights. If you are interested, we invite you to attend a meeting on Monday 20th October at 2.45pm. Anyone unable to make it should email their interest to: office@hallfieldschool.org.uk

School Uniform



It's been great to see children coming into school in the correct uniform. However, some children are still not wearing the full correct uniform. After half term, in preparedness for the remainder of the autumn term, it will be my expectation that all children must be wearing the right school uniform. Wearing the correct uniform really instils in the children a sense of pride in being part of the Hallfield community. You have two weeks to ensure your child has the correct uniform.

You can order online directly from our uniform supplier (Price and Buckland) and request school delivery to avoid postage charges (**www.pbuniform-online.co.uk/hallfield**). They have other customised items like PE kits, school bags etc.

Allergies

We are a nut free school. If you are sending your child into school with packed lunches, please ensure that this contains no products with nuts or seeds.

Medication in school premises – IMPORTANT



Pupils may **not** bring prescribed or any other medication into school **themselves**. Medicines must be stored safely in the school for your child and others' safety. If your child has a medical need and you have not yet told us, please contact Mrs Gina Frascogna or Mrs Abla on the helpdesk on 0207087 4960 or senco@hallfieldschool.org.uk who will create a 'Health Care Plan' to support your child.

Secondary School Places



Please remember that the closing date for the application is **31st October 2025.** It is important that the applications are submitted in time, to ensure that you are in with a chance of securing one your preferred schools.

Attendance and Punctuality

Whole school attendance is well below the national benchmark of good attendance at **96%** and needs to rapidly improve! So far this term we have had several requests for annual leave or children simply not coming to school without an explanation given for absence. As you are aware, we take attendance very seriously and missed days at school impact on your child and their learning and the learning of other children.

Please be reminded of the following:

- **All requests for annual leave for holidays will be refused**. Holiday dates are published in school and on the website well in advance and it is your responsibility as a parent to check these.
- In **exceptional circumstances**, a parent may request absence leave for their pupil. In such instances we expect appropriate evidence and documentation that the leave is unavoidable: for example, death certificates in the instance of death of a family member or medical evidence of any hospitalisation and proof of any visa applications.
- In the case of a child attending a dental, clinic or hospital appointment, typically we would expect any such appointment to be made after school or as close to the end of the school day, as is possible to avoid the need to miss crucial learning time.
- Any period of leave taken without the agreement of the school, or in excess of that agreed, may attract sanctions such as a Penalty Notice issued by the Local Authority.

- If a pupil is taken out of school without the Head Teacher's authorisation, it will be recorded as **unauthorised absence**. This may lead to the issuing of a penalty notice and legal action being taken.

Information about school attendance can be found here:
Parents Info | Hallfield Primary School (hallfieldschool.org.uk)
Remember, it is important that all children attend school on time every day. Failure to attend school without good reason, could lead to further action being taken!

Parent Information Sessions
We would like to invite you to the following parent information sessions. Everyone is welcome and they are a good opportunity for you to meet other parents as well as our guest speakers. We have already had sessions on attendance, self-care and secondary applications. The next few sessions are:

- 21st October 2.30pm School Navigator and Early Help information
- 4th November 9am Anti Racism Policy at Hallfield
- 10th November 2.30pm School Nurse – Illness and Allergies
- 20th November 9am One Collective: Parenting in the digital age (we really recommend this, especially for parents of children who have online access at home)
- 27th November MIND – Understanding Anxiety

New Clubs

We recently started a new club – **Board Gaming** - on Tuesdays for Year 2 pupils and we are planning to add two more after the half-term: **Coding Y2&3** on Thursdays and **Choir Years 3 to 6** on Wednesdays. We will open the registration on 20th October.

Code of Conduct for Parents, Carers and Visitors

At the North Westminster Federation (NWF) we recognise that educating children is a process that relies on a mutually respectful partnership between parents, school staff and the school community. It is important that children see everyone working together to help them understand how to work in the future. Therefore we will always welcome parents and carers and community members into the school.

This code of conduct is to remind everyone about how we expect you to behave whilst on either of the school premises in the federation during school hours.

Expectations:
We expect parents, carers and visitors to:

- respect the caring ethos of our federation and schools;
- understand that both school staff and parents need to work together for the benefit of their children;
- demonstrate that all members of the school community are treated with respect and therefore set a good example in your own behaviour;
- correct your own child's behaviour appropriately whilst on the school premises, especially where it could lead to conflict, aggressive behaviour or unsafe behaviour;
- approach the school to help resolve any issues of concern, in particular to check a child's version of events with the school, you should never approach another parent;
- ask the school for help if you don't understand something or want to know more detail.

In order to have a peaceful, safe and happy school environment, parents, carers and visitors must not:

- disrupt classes or any area of the schools;
- question decisions made by the school in front of children or other parents;
- use loud or rude language, swear or show temper;
- threaten to, or hit/push a member of the school staff, other parents or carers or visitors;
- damage or destroy school property;
- criticise the school, staff, pupils or other parents on the school premises, or on social network sites;
- send abusive or threatening emails or make abusive or threatening phone calls;
- physically punish your child on school premises;
- go up to another child to ask them, or tell them off, about something that may have happened with your child. This may be seen as an assault;
- smoke or drink alcohol or drugs or be under the influence of alcohol or drugs whilst on school premises.

We know that parents, carers and visitors will be happy to help us provide a safe and happy school and we thank you for your support. However, in the event that parents, carers or visitors are unable to follow this protocol, the school may need to take further more serious actions.

Volunteering for trips

Due to limits on the number of adults we can take on trips, we are unfortunately not able to invite every volunteer each time. However, we aim to give all interested parents the opportunity to support at some point during the school year. To help ensure fairness, we may use a rotating list, draw names at random, or prioritise those who have had fewer opportunities to join previous trips. We appreciate your understanding and ongoing support. If you are considering volunteering for an upcoming trip please review the following do's and don'ts.

DO

• Refer any safeguarding or behavioural concerns to the trip leader
• Stay with the group at all times
• Treat all children equally
• Follow the guidance given by the trip leader at all times
• Maintain a kind and calm manner with the children

DO NOT

• Use your mobile phone, unless in an emergency
• Take photographs of children
• Leave the group or take children away from the group
• Take children to the toilet
• Smoke whilst on a trip
• Reprimand children yourself

Upcoming Dates

October

13th 2.30pm Nursery and Reception International food festival
14th 2.30pm Year 1 and Year 2 food festival
15th 2.30pm Year 3 and Year 4 food festival
16th 2.30pm Year 5 and Year 6 food festival
16th NSPCC workshops for Year 2, Year 5 and Year 6
21st Parent information session: Meet the School Navigator
Y5 and Y6 Budgeting and Coding workshops (Barclays)
23rd Y2, 3 and 4 Digital Skills and e-safety workshops (Three Mobile)
27th Half term Break (return to school 3rd November)

November

4th 9am Prospective Reception parents' meeting
4th 9am Parent information session: Anti Racism Policy at Hallfield
6th Individual school photos
7th Year 1 trip
10th 2.30pm Parent information session: School Nurse – Illness and Allergies
12th Year 3 and Year 4 trip
13th Year 1 and Year 2 trip
14th Year 5 and Year 6 trip
20th 9am - The Connected Parent Workshop: Parenting in the digital age
27th 2.30pm - Parent Information Session: Understanding Anxiety

December

3rd Year 4 trip
4th 9.15 am Nursery and Reception Christmas Concert
17th Year 6 trip





Coding Club at Queen's Park Library

- Join the team
- Have fun
- Do it at your own pace
- Get help from the hacks

Venue: Queens Park Library

Dates/ Times: Thursdays from 4-5pm, (from September- term time only)

To join, visit the library or email queensparklibrary@westminster.gov.uk and provide the full name of child, their library card number, age and a contact. Please do note, places are limited.

Children under 8yrs need to be accompanied by an adult and Children need to bring their own devices if possible.


RACHEL YANKEY
FOUNDATION
COMMUNITY
FOOTBALL SESSIONS
PADDINGTON REC GROUND
EVERY FRIDAY: 26th September - 24th October
Time: 7:00PM - 8:30PM
GIRLS ONLY | AGES 11–16 | ALL LEVELS WELCOME!
BUILD SKILLS
GAIN CONFIDENCE
HAVE FUN
OWN THE PITCH
Scan the QR Code & book your spot!
Questions? Hit us up:
info@rachelyankeyfoundation.co.uk
In partnership with
ACTIVE WESTMINSTER
City of Westminster

Family Film Screenings at The Garden Cinema

The Garden Cinema hosts family film screenings every Saturday & Sunday morning and on weekdays during the school holidays. The screenings are 'Pay What You Can' and on Sundays there is also a free post-film activity. Upcoming films include *The Secret of the Kells*, *Savages*, *Oink*, *The Book of Life* + more. The full programme can be found here: https://www.thegardencinema.co.uk/family

Full Details: https://www.thegardencinema.co.uk/family

