

Wyburns Primary School

Nevern Road

Rayleigh

SS6 7PE

admin@wyburns.org

01268 770914



2nd September 2025

Start of Term Housekeeping Reminders

Dear Parents and Carers,

Welcome back to a new term. We hope you and your children had a restful break and are ready for the weeks ahead. To ensure a smooth start, we'd like to share a few important reminders:

Uniform

- All pupils are expected to be in **full school uniform** every day, including correct footwear- please refer to our website if you are unsure.
- Please label all items clearly with your child's name. This will avoid our lost property box filling so quickly!

Attendance & Illness

- If your child is unwell, please call the **absence line by 8:00am**. 01268 770914.
- Where your child has attended a medical appointment (e.g. GP or dental), please supply evidence of the visit (appointment card, text confirmation, or letter).

Punctuality

- Our school day runs from **850am (KS2) and 855am (KS1) to 315pm (KS2) and 310pm (KS1)**
- Please ensure children arrive on time each morning. Lateness disrupts learning for all the children.

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Appointments During the School Day

- If your child has a pre-arranged appointment (e.g. medical or other), please email the office in advance. This allows us to notify teachers ahead of time and avoids disruption or the need to locate pupils during lessons.

Breakfast Club & School Lunches

- **Breakfast club places and school lunches must be booked in advance.** We cannot guarantee availability if bookings are made late or on the day.

Communication

- Day-to-day messages and updates will be shared via email. Please check these regularly.

Thank you for your continued support in helping us maintain routines that allow every child to thrive. We look forward to a successful and enjoyable term.

Warm regards,
Mrs Sampson

Head of School