



Dear parents and carers,

This letter is a quick reminder of collective expectations. These are designed to keep everyone happy and safe and provide an agreed framework in which we can all work and learn effectively. By collectively abiding to the agreements, we also demonstrate a commitment to working together, learning and having fun.

Please take some time to read these agreements again, share them with your children and family to ensure that we are all familiar with them and please align with them so that we are all pulling in the same direction.

Thank you

Drop Off and Collection (2025-2026)

School ends at 3.25pm

Year Group	Start time	Finish time Palmers Lane
Reception	8:45am (Pitfield Way)	3:25pm
Year 1	8:45am (Palmers Lane)	3:25pm
Year 2	8:45am (Palmers Lane)	3:25pm
Year 3	8:45am (Palmers Lane)	3:25pm
Year 4	8:45am (Palmers Lane)	3:25pm
Year 5	8:45am (Pitfield Way)	3:25pm
Year 6	8:45am(Pitfield Way)	3:25pm

Please note that these remains unchanged:

- No parents are allowed on site during morning drop off (except for Reception via Pitfield Way Gate).
- No parents are allowed to cut across the playground in the morning.
- Year 1 children: For Autumn 1 term only (September and October) parents and carers were welcomed to come in on site to take their child to Year 1 classroom door if children were unsettled at the start of their new routine. **However, since all the children are settled now,**

please could you leave your child at the Palmers gate -they will walk to year 1 classroom door themselves. There are always adults supervising in the playground.

- For urgent communication only, please speak to the class teacher in the morning. Rest of the communication is welcome to happen at the school office; messages will be passed onto the relevant staff.

By adhering to these rules, you help us to run a successful school. Thank you for your partnership.



WHO CAN I TALK TO? Queries/Concerns

We are always available to hear your concerns and strive to resolve them in good time. We kindly ask that you follow the following pathway of communication:

1. If there is a problem, **please speak to the class teacher/teaching assistant first**. If you need a meeting, email the office for the attention on the teacher you need.
2. You can also speak to Mr Currie (Teaching and Learning Lead) to find answers to your queries and get help to resolve your concerns.
3. If your matter has not been resolved, please request a meeting with /inform Mr Venn, the Deputy Headteacher (via office). SEN concerns should be directed to Mrs Moore, our new Inclusion and SEND lead. Her working days are Mondays, Tuesdays and Thursdays.
4. If you are still concerned and situation has not been resolved, request an appointment with me by emailing or calling the office at heights@northstartrust.org.uk / 020 8805 9811

A member of SLT is on the gate on most mornings and are always happy to help.

Please contact the office if you need to make an appointment - you will be asked what the issue is concerning so that the concern will be directed to the correct person.



from PTA- Friday 28th November 2025

Tomorrow, we have our PTA Non-Uniform Day- children can wear their own clothes or come dressed in their classroom colour if they wish. Anyone that choses to wear non-uniform needs to bring a donation for their class hamper: **a brand-new item in the class colour or £1 towards the hamper**. All hampers will be raffled at the Winter Fair on Friday 5th December 3-5.30pm. If you opt out of non-uniform/donation day, please could you ensure that your child is wearing their uniform as normal. **The non-uniform is only for those who bring a donation for PTA's Winter Fair.**

PTA Non-Uniform Day – Friday 28th November

- All year groups have been given a specific colour. **Each child is to bring in an item of that colour (BRAND NEW not used). Class that collects the most will get a prize. SURPRISE!**
- You could bring in **anything new/unwanted in that colour**. *E.G: book, toy, sweets, crisps, shampoo, candle, soft drink, soap, smellies and any unwanted gifts.* The items will help to create our special hampers that you could win by buying a raffle ticket at the Winter Fair.

YR- Red
Y1- Yellow
Y2- Blue
Y3- Green
Y4- Pink
Y5 – Purple
Y6- Orange



Enfield Heights Academy is a school that prides itself on being able to balance warm, friendly, family like ethos alongside high standards and high expectations for everyone. So in everything we do, we try to make everything as regulated and optimal as possible so that we can collectively achieve our school aim.

Thank you for all your support
EHA Team