



Friday 12th April 2019/ 7 Sha'Baan 1440

Dear Parents / Carers and Students,

Assalamu Alaikum – ‘Peace be upon you’

As we come to the end of another busy term at Eden Girls’ School, we would like to thank students for their hard work and conduct as well as thanking parents and carers for their continued support which is always appreciated. One of the key strengths of the ‘Eden family’ is how well we work together. In this end of term letter, we want to share some important information as well as providing some gentle reminders.

Start of the new Summer Term 2019

All students are expected to return to school for the start of the summer term on Monday 29th April 2019. Students should arrive to school by 8:10am to ensure a prompt start is made at 8:15am.

Intervention

All students invited to attend intervention lessons are expected to attend these lessons. As a school, we strive to support our students with their learning and our teachers provide important intervention lessons after school, at lunch time during the school day or during the school holidays. Whilst many of our students do attend these important intervention classes and benefit hugely, we have become aware that a minority of students have missed intervention lessons and this is not unacceptable in our school. Please can all parents/carers ensure that students who are invited to attend these important intervention lessons do attend these intervention lessons in line with our expectations as a school which are set out in the home-school agreement.

Twitter

As a reminder to everyone in the ‘Eden family’, we have been using Twitter actively as a school since we opened in 2014. We frequently share tweets which contain a range of information about our school through this social media platform. We have over 600 followers and this figure is rising every month. Our Twitter account is @edengirlscov and we would like to encourage everyone to follow us.

Holiday Leave During Term Time

As a gentle reminder, any holiday leave request made during term time will be refused as we expect all our students to be in school every day to maximise their learning. As there are approximately 13 weeks every year where the students have school holidays, we would expect to see families planning any holidays during the school holidays.

With respect to exceptional leave requests, these are very rarely given unless there are exceptional reasons. Parents/carers can submit an exceptional leave request by completing the appropriate form for consideration by the school. An example of an exceptional leave which can be approved would be if there is an emergency situation such as a bereavement in the immediate family overseas.



School Equipment

All students are expected to be organised with respect to bringing in their equipment to school every day to ensure their learning is not compromised. Our school equipment includes: a pen, pencil, ruler, rubber, scientific calculator. Please be aware that scissors are not part of the school equipment list, therefore no students should be bringing scissors with them to school.

Uniform

School uniform plays an important part linked to our school ethos and expectations and we would like all our students to be smartly and appropriately dressed in line with the uniform policy. We would like all parents/carers to ensure that once students have left their homes at the start of the school day, they are wearing the correct uniform including the school lanyard (ID Badge). This ensures a positive start to the school day as well as supporting our school ethos. We have a zero tolerance culture with respect with anyone wearing incorrect school uniform.

As part of the uniform, it is important to ensure that plain black shoes are worn which are flat or short heeled. Furthermore, students should have a plain black school bag with no designs on them. Looking ahead, we appreciate that parents/carers may soon start to shop for new clothes, new shoes and a new school bag soon ready for the start of the next academic year in September 2019. Can you please ensure the correct uniform is purchased including plain black shoes and a plain black school bag. We want to avoid any issues arising hence this reminder to everyone.

We would like to remind parents/carers and students that hooded tops of any kind, including hooded sweatshirts are not allowed on the school premises as this is not part of the school uniform policy. This includes wearing any hooded tops inside the school building or outside in the playground areas. Any student who is wearing or carrying hooded tops on the premises will be warned and this will be confiscated by a member of staff. Repeat offenders will incur sanctions. If the weather is cold, a plain black outdoor coat is allowed to be worn.

Health and Safety

As a school, we do have suitable car parking arrangements for the start and end of the school day. There is a dedicated car park which parents/carers can use near the student gate. We would like to take this opportunity to remind all parents/carers that they should park their car appropriately in the designated car parking area allocated outside the school. We have noticed that on some occasions cars are being parked directly outside the school student gate, which does create a potentially dangerous situation as students are walking in between these cars and some of these cars do block other cars too. We respectfully request all parents/carers to park their cars in the correct manner and in the correct location designed to ensure that health and safety for our students is not compromised. Your support on this matter would be much appreciated.

Contact details for families

We wish to remind all parents/carers that if there are any changes to your home address, phone numbers, email addresses and medical aspects affecting your children, then it is vitally important that you inform the school immediately. We will then update our school records and ensure that we are able to contact you in an emergency or for any other important matter. Please note that it is the responsibility of parents/carers to inform the school if any changes occur.

In conclusion, we would like to take this opportunity to wish everyone a lovely break in the coming two weeks and we want to wish all our GCSE students all the very best for their forthcoming examinations.

Yours faithfully,



Saqub Sheikh
Principal