



Thursday 11th October

Dear Pupils, Parents and Carers,

Thank you to all Year 6 parents who attended consultation meetings with teachers on Tuesday. Attendance was very good with both teachers, parents and pupils having important discussions about progress and learning targets.

Parent Consultation will take place next Tuesday 16th and Thursday 18th for parents of pupils in Year 1,2,3,4 and 5. Please arrive at least 10 minutes before your child's appointment so that you can have a look at their books before the meeting. All parents and pupils are expected to attend parent consultation evenings.

Today, Year 5 Juniper Class, performed their Black History Month Windrush assembly to Chalkhill Primary School pupils. Their outstanding performance, also seen last Friday by Leopold staff and parents at Gwenneth Rickus, was very well received by the Chalkhill community, who really appreciated the quality singing, public speaking, timely use of ICT and drama, beautifully delivered by our Leopold pupils. Congratulations to Ms Francis, Mr Jordon and Ms Ebony. Most of all thank you to our pupils and their families. Hawkshead Road were also fortunate to see the assembly this afternoon.

The class assembly at 0900 tomorrow will be Year 5 Chestnut and 5 Fern in the main hall. All parents are invited to attend.

Well done to all pupils who have improved their attendance and punctuality. Last Friday 2 classes at Hawkshead had 100% attendance. Classes who achieve 100% attendance 5 times, will qualify for a special prize. This could be a school trip or chosen activity e.g art project, cooking or sport activity.

All parents are reminded that the school has a behaviour code of conduct to ensure that everyone, including staff, are safe and treated with respect. Over the last half term we have had at least 5 incidents where staff have been confronted, threatened or intimidated on site by parents. This behaviour will not be tolerated and sets a very bad example to our pupils who we encourage to show discipline and make good choices. As Acting Executive Head teacher of Leopold School, it is my responsibility to ensure that everyone on site is safe. Thank you to all parents who continue to support us in our drive to improve standards across the school. Parents who refuse to follow the school code of conduct and persist in abusing staff, will be banned from the school site. Everyone has the right to be safe in school.

Tomorrow, Friday, 12th October will be the Parents' Forum for the autumn half term. This is an opportunity for all parents to meet the Headteacher to receive school updates, ask questions and contribute to the school vision. As there are 2 Leopold sites, Gwenneth Rickus will have the meeting at 0900 and Hawkshead Road at 1545. All parents are invited. We look forward to seeing you there.

Thank you to parents who have managed their ParentPay account. Parents are reminded that accounts are reported to the school governing body half termly to monitor any outstanding accounts. Dinner money must be paid in advance. Please can all parents arrange to bring their accounts up to date. Please make an appointment with the school business manager, if you would like to discuss your account.

Next week is the last week of term. School will end at the usual time of 3.30pm. The half term is for one week only. The second half or the autumn term will begin on Monday 29th October. No leave will be authorised during term time.

Kind Regards,

Ms Ashton, Executive Head



Dates for your diary

Term Dates as follows:

Half Term Holiday: Monday 22nd Oct – Friday 26th October
Resumes Monday 29th October 2018



WEEKLY ATTENDANCE CHAMPIONS

Well done to Year 3 Magnolia and Year 6 Hawthorne who both achieved 100% attendance last week!



Leopold Open days for new pupils in September 2019

Hawkshead Nursery & Reception Open Day:

- Tuesday 13th November, 10am

Gwenneth Rickus Reception Open Day:

- Thursday 15th November, 10am

Gwenneth Rickus Parent Forum Meeting: Friday 12th Oct 9am in the main Hall.

Hawkshead Road Parent Forum Meeting: Friday 12th October 3:45pm in the main hall.

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PTFA

Hawkshead Road: **PTFA AGM-TODAY** 5-6pm main hall.

Gwenneth Rickus: **PTFA AGM** Tues 20th November 6-7pm in the infant hall.

APPLY ON TIME FOR SCHOOL

A guide for Brent parents to help you apply on time and online for a school place starting September 2019.

Full Information for parents/carers of children starting school in September 2019 can be found via www.brent.gov.uk/admissions.

	Transferring to Secondary school	Starting Primary school and transferring to Junior school
Who should apply?	Apply for children born between 1 September 2007 and 31 August 2008	Primary: Apply for children born between 1 September 2014 and 31 August 2015 Junior: If your child is in year 2 at an infant school and born between 1 September 2011 and 31 August 2012, you must apply for a place at a junior school
Deadline	31 October 2018	15 January 2019
Offer Day	1 March 2019	16 April 2019
School Starts	September 2019	September 2019

Apply now at www.eadmissions.org.uk



Year 6 Secondary Transfer Information

Plan your application

You need an **email address** to apply.

- **Decide** the schools you want to apply for before you start the application form online.

- **Read** the handbooks online at: www.brent.gov.uk/admissions for detailed information about how to apply for primary, junior or secondary schools.

List six preferences. Listing only one school does not improve your chances.

Include your **catchment area school** if you are applying for Primary schools.

Find out your catchment area school online at

www.brent.gov.uk/admissions

Register and Login

1 Go to www.eadmissions.org.uk

2 Log in with your **email** and **password** from a previous application.

- If you have used the Admissions system **before** to apply for a school place for any of your children **you do not need to** register again.

3) If this is the first time you have applied choose **'Create a new account'**.

4) Enter your details and click **'Register'**.

You will be sent a confirmation by email. **Open the email and click the link to confirm your email address.**

5) You will be sent another email with both your username and password.

Save this email for future reference.

Click the link in this email, enter your **username** or **email address** → **password**, then click **'Login'**. Child details and preferred schools.

- 1) If you have applied before please **check and update** your details if they have changed.
 - 2) Click the **'Start application for New Child'** button.
 - 3) Enter your child's details and click **'Next'**.
 - 4) **Choose your preferred school** from the list. Change the local authority if the school is outside Brent.
Click **'Add this school'**.
 - 5) Add **specific information** about the school (e.g. brothers or sisters already attending) then click **'Next'**.
- Some schools will have a medical and/or social criterion that you may like your child to be considered for. You must **tick the relevant box** and attach **supporting evidence**. **If you do not provide the evidence to support your application, your request cannot be considered under that criterion.** Repeat steps 4 and 5 to list more schools until you have listed all your preferences. Change the order of the schools by clicking **'Move up'/'Move down'**. Once all your preferred schools are listed click **'Next'**. **You will also need to click 'Continue' if you have listed fewer than six preferences.**

Check your application carefully. To make changes click **'Back'** at the bottom of the page. Read and agree the declarations by clicking in the boxes then click **'Submit Application'**. You will receive a confirmation email with your application reference number.

Further Support and Advice:

Help logging in/registering:

Phone **020 8255 5555 – Option 1** (eAdmissions Support)

Online: www.brent.gov.uk/admission

Email: school.admissions@brent.gov.uk

Phone: **020 8937 3110**

Times: Monday, Wednesday, Thursday and Friday from 11am-5pm.

Tuesday from 11.30am-5pm