



Induction Day 2018

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Welcome

from Admissions

29th June 2018

Dear Parents,

Welcome to Induction day at Gayhurst School. I hope you find this time useful and that your children return to you excited about the next chapter in their education. All of us at Gayhurst School are certainly delighted to have you join us.

Various members of staff are on-hand today to answer your questions:

- Mr Davies, Headmaster
- Mrs Terrar, Head of Junior School
- Mrs Dixon, Bursar (fees and insurances)
- Mrs Harper, School Secretary (general School information)
- Mrs Shah, Chair of the GPA
- Hawkins Sport (Uniform Suppliers)
- The School Shop (Uniform Suppliers)

This booklet, along with your Handbook, should furnish you with everything you need to know, all these details will also be published on our website under the 'New Parents' section.

If, you return home, and realise you have missed something, please do get in touch on 01753 882690 or email (see below).

Kind regards,



Michelle Upton
Director of Marketing and Admissions
mupton@gayhurstschool.co.uk

Welcome

from the GPA

29th June 2018

Dear Parents

Welcome to Gayhurst School. I would like to take this opportunity to introduce myself as Chair of the Gayhurst Parents Association (GPA).

The GPA acts not only to arrange fundraising events and activities which benefit the School and chosen charities, but also provides opportunities for social interaction between parents. It is also a valuable parent contact with the Headmaster and staff.

There are lots of exciting events taking place over the course of the academic year and these are listed in the calendar on the Gayhurst website. I will also send out information via Clarion Call and the weekly newsletter as each event approaches.

The GPA can only continue its work with the help of parent volunteers. With this in mind, I would be delighted to hear from anyone who would like to become involved in any forthcoming events or who wishes to act as a class representative.

The GPA is also there to help you settle into school life at Gayhurst. Attached to this letter is a list of parents who would be happy to help by answering any questions you have, however large or small, in the coming weeks and months. Many of them have moved from other areas (including internationally), as well as those who joined the School at various stages of school life.

Please do not hesitate to contact either myself or any of the parents listed. I look forward to meeting you all soon.

Kind regards

A handwritten signature in black ink, appearing to read 'Rozet Shah'. The signature is fluid and cursive, with a large initial 'R' and a long horizontal stroke at the end.

Rozet Shah

GPA Chair for 2018/19 academic year
gpa@gayhurstschool.co.uk

GPA

Parent contact list

Class/Position	Contact	E mail address
Nursery	Lydia Warde	lydia.warde@hotmail.co.uk
Reception	Jules Li	juliannejli@yahoo.com
Year 1	Diniyah Rehman	diniyahrehman@gmail.com
Year 2	Claire Wheeler	claireheloise@hotmail.com
Year 3	Saori Amos-Yeo	samosyeo@gmail.com
Year 4	Michelle Lamb	michelle@mlaccounting.co.uk
Year 5	Ali Mansfield	mailto:mphilalioliseb@aol.com
Year 6	Kristian Ives	kristian.ives@gmail.com
GPA Chair	Rozet Shah	rozy16@hotmail.com
GPA Deputy Chairs	Brad Hyett	brad@pa2me.com
	Saori Amos-Yeo	samosyeo@gmail.com
GPA Secretary	Sara Reading	sara.reading@hotmail.co.uk
GPA Treasurer	Nicole Wood	nicolewood11@yahoo.com.au
Social media	Katie Taylor	mrsktaylor81@gmail.com
GPA School shop	Sophie Harvey	sophieharvey3@hotmail.com

September 2018

First week of term

Wednesday 5th September	First day for all children. Nursery stay until 12:00 only.
Wrap-around-care	There will be no Breakfast Club on the first day. After-school Care, Wind-down Club and Supper Club start on the first day of term.
Drop-off	The double blue doors will open at 07:45 for the first three days of term.
Parking	The field will be available for parking on for the first three days of term.
Activities	The after-school activity timetable starts the second week of term.

Dropping

07:25	Breakfast Club for all	Drop-off to Dining Room
08:00	Drop-off for all	*Drop-off at double blue doors (kiss-and-go system) Senior School - go to Dining Hall Junior School - walking bus to the Junior School
08:20	Drop-off for all	Children go straight to their classrooms Nursery & Reception parents will have a parking 'disc' for their cars and can park at the rear of the school and accompany their children to class if they wish.
08:40	Registration	Senior School
08:45	Registration	Junior School

*Please have children ready to exit your car promptly when arriving at School in order to keep the traffic moving at busy times.

Collecting

12:00	Nursery (Morning session)	Collection from Nursery
13:00	Nursery (Lunch bunch)	Collection from Nursery
15:15	Nursery (Full day) Reception	Collection from Nursery Collection from side gate
15:30	Year 1 & 2	Collection from the double blue doors.
16:00	Year 3	Double blue doors
16:15	Year 4	Double blue doors
16:25	Year 5 & 6	Double blue doors

*After-school Care & Activities

15:15 - 17:15	JS After-school care JS After-school Activities	Collect at any time within hours. Separate collection info to follow
16:30 - 17:15	SS After-school Activities & Wind-down Time	Collect at the Double blue doors
17:30	All years	Double blue doors **CLOSE
17:30	Supper Club	Collect from dining room
18:00	School Closes	***Late fee £1.00 per minute

*All children staying after-school for activities or after-school care are given a snack.

**Any children not collected by 17:30 will be taken to Supper Club and the £5 charge added to your school bill.

***The time on the Dining Room Screen will be noted and a late charge added to your school bill.

Supervised Prep

Year 3

For those children in Year 3 an optional prep period takes place in a Year 3 classroom until 4.15pm for those staying for activities or those with older siblings.

Years 4 to 6

Prep takes place between 3.55-4.15pm for Year 4 and 3.55-4.25pm for Years 5 and 6 and is compulsory.

Staff List

Senior Management Team

Headmaster	Mr G. Davies
Bursar	Mrs C. Dixon
Deputy Head	Mr D Bushnell
Head of Junior School	Mrs J Terrar
Head of Middle School	Miss M Legg
Director of Studies	Mr G. Whitaker
Director of Admissions and Marketing	Miss M. Upton

Teaching Staff

Form Teacher (1A)	Miss V. Ashby
Teaching Assistant	Mrs S. Baker
Form Teacher (RB)	Mrs P. Bremner
Director of Co-Curricular/Form Teacher (6B)	Mr S. Brown
Director of Music/Form Teacher (5C)	Miss J. Carr
Teaching Assistant	Mrs S. Church
Form Teacher (6C)	Mrs W. Cook
Head of Art/Form Teacher (6E)	Miss S. Crosbie
Form Teacher (1DS)	Mrs B. Dibble
Head of SEN	Mrs E. Ellis
Form Teacher (4G)	Mrs R. Giles
Head of Girls' Games	Mrs K. Hall
Form Teacher (5H)	Mr G. Harris
Teaching Assistant	Mrs D. Harrison
Teaching Assistant	Mrs J. Hubbard
Head of Science Teacher	Mrs S. Inshaw
SEN Teacher	Mrs K. Johal
Teaching Assistant	Mrs K. Kaeda
Director of Sport	Mr S. Kearns
Head of History/Form Teacher (4K)	Mrs A. Keeney
Form Teacher (1K)	Mrs G. Kelly
Music Teacher	Miss P. Kereszturi
Head of PSHCE/Form Teacher (5L)	Mrs R. Lingley
Form Teacher (2M)	Mrs J. Martin
Teaching Assistant	Mrs H. O'Flanagan
Form Teacher (3P)	Mrs R. Pandya
Form Teacher (1R)	Mrs C. Ross
Teaching Assistant	Mrs H. Rouse
Joint Form Teacher(1DS)	Mrs J. Smith
Spanish Teacher	Mr A. Soto
Form Teacher (2S)	Mrs C. Stanhope
Form Teacher (3N)	Mr B. Stevenson
Teaching Assistant	Mrs C. Vos
CHEX Coordinator/Form Teacher (4W)	Mrs K. Waters
Form Teacher (RW)	Mrs S. Whitaker
Nursery Assistant	Mrs N. White
Head of Nursery	Mrs H. Williams
Head of English	Ms T. Williams
Head of Languages	Mrs S. Wilmot
Nursery Assistant	Mrs F. Woodger

Support Staff

School Secretary
Finance Manager
IT Systems Management
Admissions Assistant
Finance Assistant
Premises Manager
Groundsperson
Caretaker

Mrs S. Harper
Mr S. Plant
CST
Mrs M. Kay
Mrs J. Lisozzi
Mr M. Toms
Mr C. Mills
Mr J. Couzens Martindale

Term Dates

Dates for the Academic Year 2018-2019

Autumn Term 2018

Term Begins Wednesday 5th September
Half Term 20th October - 4th November (inclusive)
Term Ends Friday 14th December

Spring Term 2019

Term Begins Tuesday 8th January
Half Term 15th - 24th February (Inclusive)
Term Ends Wednesday 3rd April

Summer Term 2019

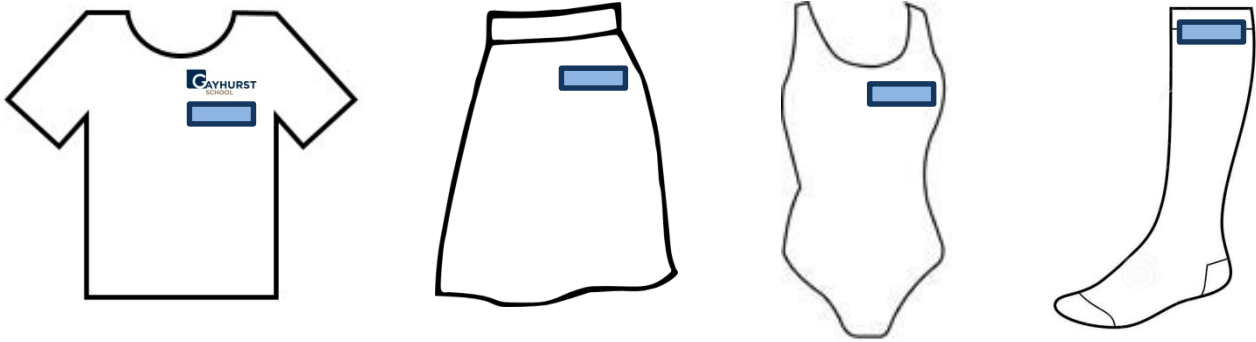
Term Begins Wednesday 24th April
May Day BH Monday 6th May
Half Term 25th May - 2nd June (Inclusive)
Term Ends Friday 5th July

Uniform

Uniform Labelling

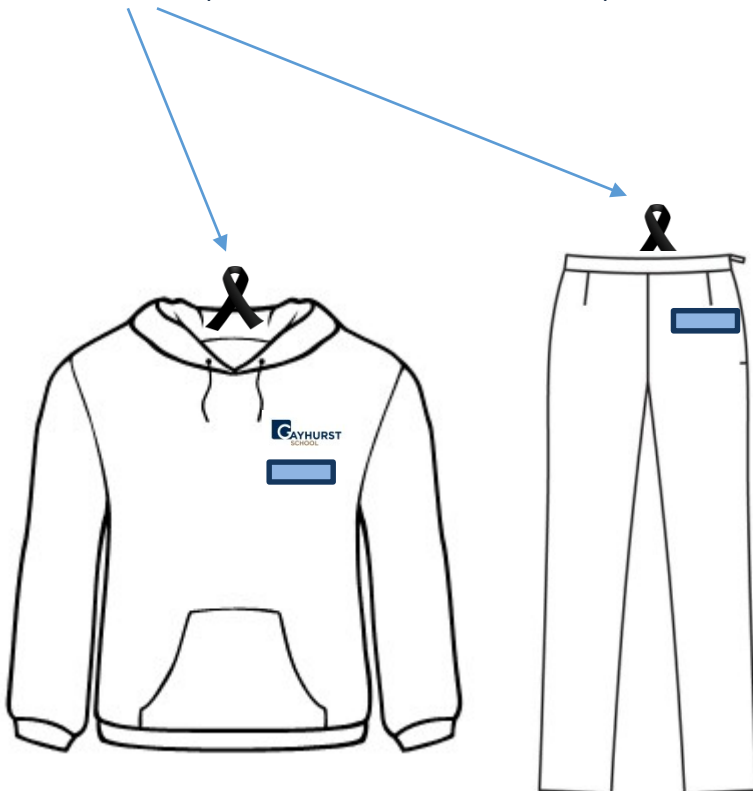
PE/Games Kit

Name tapes should be sewn (on all PE/Games kit) in the places indicated on the example diagrams so that they are visible when the article of clothing is being worn. We recommend the use of name tapes with **large** print.



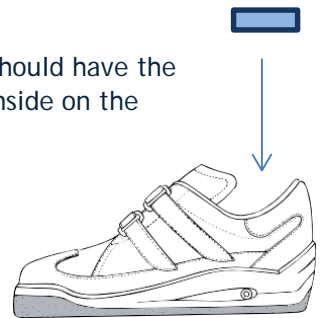
Jogging suit should have the following:

8cm cotton loop sewn behind the neck of the top and the back of the trousers (for hanging on pegs).



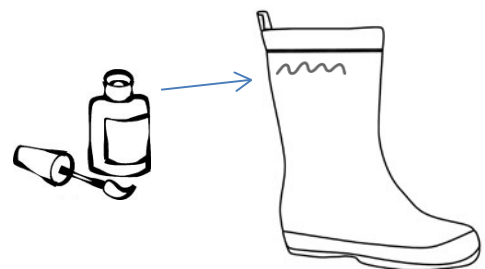
Trainers

Trainers/shoes should have the label attached inside on the sole.



Wellington Boots

Please name on the outside with white correction fluid



Uniform Rules

Every article of clothing and equipment, including shoes, boots and underwear, must be clearly named (see labelling sheet).

Tracksuits and PE clothing should be named on the **outside**.

Blazers, tracksuits and towels should have an 8cm. cotton loop for hanging.

For travelling to and from School, all School outings and when attending School functions, School uniform **must be worn** (unless informed otherwise).

Boys should have short, tidy hair. Girls hair should be tidy and tied back if shoulder length/long.

Jewellery is not allowed to be worn for health and safety reasons. The only bracelets that may be worn are those carrying **medical information** or for **religious reasons**. Permission from the Headmaster will need to be obtained in these circumstances.

Senior School Equipment List

In order to be able to operate effectively within the classroom, each child must have, as a minimum of equipment, the following items which must be clearly named:

- Navy school bag - with Gayhurst Logo
- A blue ink Berol handwriting pen/rollerball pen (not a biro or fountain pen)
- 2 ordinary leaded pencils
- An eraser and pencil sharpener
- A 30cm ruler
- A simple set of geometrical instruments including an 180° protractor
- Compass set with small pencil
- A set of coloured pencils
- A soft pencil case, not metal
- Glue and scissors
- Expandable A4 file with sections
- In-ear headphones

Contact Us

Reception:	Mrs Harper	sharper@gayhurstschool.co.uk
Teaching Staff (inc. Headmaster):		enquiries@gayhurstschool.co.uk
Breakfast Club, After School Club and Activities:		clubs@gayhurstschool.co.uk
Bursar:	Mrs Dixon	cdixon@gayhurstschool.co.uk
Admissions and Marketing:	Miss Upton	mupton@gayhurstschool.co.uk
GPA:	Mrs Shah	gpa@gayhurstschool.co.uk
Action Sports Camp:	Mr Kearns	actionsportscamps@yahoo.co.uk
Gayhurst Connected:	Mrs Mansfield	gayhurstconnected@gmail.com

Useful pages on our website

New parents' information

<https://gayhurstschool.co.uk/ind2018/>

Gayhurst Parents Association

<https://gayhurstschool.co.uk/school-life/parents-association/>

School policies

<https://gayhurstschool.co.uk/policies/>

Calendar dates

<http://www.gayhurstschoolcalendar.co.uk/week.aspx>

Latest news

<https://gayhurstschool.co.uk/school-life/news/>

Termly fees from September 2018

Tuition Fees (includes lunch)

Year Group	Per term
Nursery	£39.00 - £26.00 (per session, lunch bunch £13.00)
Reception Class (YR) & Year 1	£4,053
Year 2	£4,403
Year 3	£4,774
Years 4 - 6	£5,146

All fees are payable in advance and due by the first day of term. A full term's notice of withdrawal must be given in writing, or a full term's fees must be paid in lieu of notice.

Governors hope to give no less than a term's notice of an increase in fees but they reserve the right to raise them without prior notice if necessary.

Pupils entering Year 3 may be eligible for our means tested bursary scheme; please contact the bursar for details.

Insurances (opt in available) subject to confirmation by the insurers in July 2018

Type of Insurance	Termly Charge
Personal Effects Insurance	£5.34
School Fees Protection Scheme (0.58% of fees)	
Nursery	Variable 0.58% of fees
Reception Class (YR) & Year 1	£23.51
Year 2	£25.54
Year 3	£27.69
Years 4 - 6	£29.85

Extras

Individual music lessons	£20.00 per lesson
Instrument hire	£30.00 per term
LAMDA (individual)	£20.00 per lesson
LAMDA (pair)	£14.00 per lesson each
LAMDA (group)	£80.00 per term each
Activity lessons	£variable
Some resources are supplied by the school and charged at the end of term	£variable

Six weeks' notice of withdrawal from music must be given in writing or six weeks' fees must be paid in lieu of notice. Half a terms notice, or fees in lieu of notice is required for activity lessons.

The Headmaster reserves the right to request the removal of a pupil from school on account of unsatisfactory progress or conduct

Entry form and Registration fee of £50 (£25 for siblings). A deposit of £750 is required to secure a place for a pupil. For pupils joining Year 1 or above, this is required before a pupil is assessed for a place at Gayhurst. These deposits are held until they leave the school. The deposit is non-returnable in the event that the offer of a place is not taken up or is refused.

Action Sports Camps

A great way for new children to meet some of their new school friends is to bring them along to the Activity Sports Camp that is held here at Gayhurst over the summer holidays. The Camp is run by Mr Kearns, a member of the sports department and is open to children from Reception to Year 8. For further information please email actionsportscamps@yahoo.com



SUMMER MULTISPORTS CAMP

**For children aged 4-12 years old at
GAYHURST SCHOOL**

Monday 9th July -Friday 3rd August

**10 am - 4pm (Early drop off from 8.00
am £5 per child) Extended day (4:00-
5pm - £5 per child)**

**10% discount on bookings made before
Friday 6th July**



**Action Sports MULTISPORTS/ACTIVITIES -
For children aged 4-12 years in age groups
Dodgeball, Arts n Crafts, Tennis, Ultimate Frisbee,
Action Cricket, Touch Rugby, Flag Football,
Gymnastics, Rounders, Handball, Netball, Kick the
Can, Capture the Flag and much more..**

**Action Sports CRICKET TRAINING -
Sport Specific training for children aged 8-12 years
Please let us know when booking or at sign in if you
would like a cricket day.**

For enquiries & bookings phone 07749927682 or email

actionsportscamps@yahoo.com

**Remember a packed lunch, a water bottle &
appropriate footwear/ warm clothing**



Who are we?

Gayhurst Connected is a group of parents, working along side the GPA and local churches, offering: informal pastoral care, prayer and support for Gayhurst children, staff and parents.

What do we do?

We organise events, regular prayer and chances to socialise and support one another throughout the year. We also show appreciation to Gayhurst staff in different ways.

Want to know more?

Get in touch with Ali Mansfield: 07867 550 771 or

gayhurstconnected@gmail.com

or any of us below when you spot us at pick up or drop off!

