



Oaklands School

6-8 Albion Hill, Loughton, Essex IG10 4RA

Tel: 020 8508 3517

HEADMISTRESS

Mrs Gretchen Copeman B.Ed. (Hons)

E-mail: info@oaklandsschool.co.uk

Website: www.oaklandsschool.co.uk

2 June 2025

Dear Parents

Re: June 2025 Headmistress's Letter

I hope you enjoyed the half term break, spending time with family and friends. There are, as usual, many events organised to take place during the last part of the academic year. Please ensure that you check the details at the end of this letter and the school calendar on the website.

INCAS

Last half term all children from Years 1 to 6 took part in our annual INCAS tests, the results of which will be reported to you in the end of year reports in July. Next year we are moving our testing to a new platform which will provide us with even more data to further analyse the progress of pupils throughout the year.

End of the School Day

I am mindful that some parents remain on site at the end of the day to collect children from clubs. We have lovely grounds and I am more than happy for parents and younger siblings to wait on our benches and enjoy the grounds.

However, it is rather upsetting to see litter, such as crisp packets dropped on the floor at the end of the day; please take all rubbish home or use the bins. It is also concerning to see children climbing on walls, standing on our picnic tables and screaming and shouting excessively.

Please support us at the end of the day by not allowing any children into the fenced adventure playground area, this is out of bounds from 3pm to all children, regardless of parents being present. Please only use the shingle paths, not the field to and from the car park. Please do not allow children to climb on tables, railings and walls, and please remember the day continues beyond 3.30pm for all staff on site who may be in important meetings.

Breakfast Club

Breakfast club incurs a charge for all pupils attending, and begins at 7.30am. Please do not drop children before 7.30am. We are unable to look after siblings of children in morning sports clubs unless they are booked into breakfast club. The gate on Albion Hill automatically releases, to allow entry for this club, just before 7.30am.

Extra-Curricular Clubs 2025-2026

You will now have selected extra-curricular clubs for next year. We continued our use of Google Forms, introduced in 2023, as this is a simpler system. In response to parental feedback, we also moved the opening of the forms to 8pm rather than 6pm, which many parents reported clashed with dinner or return from work time. I hope this change worked well for the majority of parents. We offer 39 clubs to the 200 children who can access them. We often explore avenues for more external providers, but unfortunately, we are slightly constrained by having only one hall and one Astro pitch. This means that generally we can only have one sports club each evening.

Instrumental Music Lessons 2025-2026

We are still in the process of finalising music lessons for next academic year. We will send the usual application form in the first week after half term. We will not requiring the application form to be submitted for children currently undertaking lessons, instead; we will make the assumption that your child will be continuing lessons unless we have received notice of cancellation. Please remember the deadline for giving notice to cease lessons is Monday 2 June.

OPA Summer Fete on Saturday 14 June 12-3.30pm

The OPA is busy organising the Summer Fete which is due to take place on Saturday 14 June. The Fete opens at 12pm. If you can help in any way, please do not hesitate to get in touch with the OPA via your OPA Class Representative. These

events cannot take place without an army of volunteers, even if you can only give an hour of your time please do get in touch with Mrs Chapman.

There will be lots of different activities and rides/inflatables to keep the children amused, prizes to be won, a BBQ, a Pizza van and a Bar. Please do come along with friends and family. Bottle donations for the tombola will be collected on Friday 13 June, which is also non-uniform day.

Sports Day on Friday 20 June

We are hoping for the weather to behave itself to enable Sports Day to take place on Friday 20 June. Fingers crossed for a sunny, warm day minus any rain. Please note the following times for the different age groups of the school:

- Lower and Upper Kindergarten - 9 - 10am
- Reception, Year 1 and Year 2 - 10.30 - 11.30am
- Years 3 to 6 - 1.30 - 3.15pm

Year 4, 5 and Year 6 Play at Lopping Hall on Friday 27 June

The pupils in Years 4, 5 and 6 are very busy rehearsing their parts in 'Let The Games Begin'. The play will be performed to families and friends on Friday 27 June at 6.30pm at Lopping Hall, Loughton. Further details about the purchase of tickets will be available soon.

Celebration of the Year and Prize Giving on Wednesday 2 July

On Wednesday 2 July, we will be holding our annual Celebration of the Year for Lower Kindergarten, Upper Kindergarten and Reception children at 2pm followed by Prize Giving and Review of the Year for pupils in Year 1 to Year 6 at 4pm.

Both events will be held in the marquee on the school field and we invite all parents to come along, but please be advised that due to space restrictions, we can only allow two family members per child. The office will be sending out letters shortly with further information about these two events.

'Meet the Teacher' Day

The annual 'Meet the Teacher' day will take place on Friday 4 July. Pupils who will be in Upper Kindergarten to Year 6 in September 2025 will spend the day with their new teacher and teaching assistant. There will be no change to drop off or dismissal points, to ensure safety; your child's usual teacher will facilitate both the beginning and end of the day. Parents will have the opportunity to meet the teaching staff in September at our formal curriculum evenings. More details will be provided nearer the day.

Water Bottles

A reminder that water bottles do not need to be excessive in size because children are able to refill their bottles throughout the day. 500 to 750ml is a good size to stand on a desk and be easily carried around school. Please do not send bottles that spray, have flashing lights, play musical sounds or have anything dangling from them because they are distracting. Metal or strong plastic is preferable, we have found some of the novelty shaped bottles shatter easily when dropped.

Sun Cream

When we return after half term, all children should be in the correct school uniform. Regulation sun hats should be in school every day, as should blazers. If, at any point, I deem the weather too hot for ties and blazers, you will receive an email.

Sun cream should be applied before school, there is plenty of shade on the field and we limit exposure to the sunshine during very hot days. If it is imperative your child applies extra sun cream before lunch, when they will be outside for a maximum of 30 minutes, please fill in the appropriate forms and send the sun cream, clearly labelled with your child's name and class into the school office. No sunglasses please, these pose a safety risk at play and lunch.

Siblings

Please can I remind you to register younger siblings, if you would like a place at Oaklands, as soon as possible. We are in the enviable position of being oversubscribed and do not want siblings to miss out. Please contact Mrs Aksoy by emailing admissions@oaklandsschool.co.uk for further information.

End of Year Reports

On Monday 7 July, end of year reports will be sent home for all year groups. These reports will be uploaded onto the portal as usual. Please email teachers directly if you have any concerns or wish to meet to discuss comments further.

Farewells to staff

As in all schools, July is a time where some teachers move on to pastures new, and it is no different at Oaklands. Part of my job is to professionally develop the staff; however, our staff do find it difficult to leave us!

In July Mrs Rathbone and Rat-A-Tat have, after 24 years, decided to hang up their ukuleles and embrace the many opportunities they will be afforded by not working full time and being bound by school holidays. Mrs Rathbone's musical skills and talents, along with so many other areas of school life and her wisdom on life in general will be greatly missed by us all. I know she will keep in touch and we wish her all the best in her retirement.

Miss Van Bergen is moving to sunnier climes and from September takes up a new and exciting post in Dubai. We know she will take many happy memories with her and wish her success in her new school. Mrs Turner is leaving us in July and we wish her a lovely retirement, we will miss the gentle ways she brings to teaching your children. Mrs Ahmed has decided that now is the time for her to retrain and become a teacher. We know she will be wonderful and take the many skills she has learnt from her time at Oaklands to her new school. Miss Constantinou has now moved to Norfolk and will not return from Maternity leave.

We are delighted to welcome Mr Reich-Storer, who will be our new Music and Drama teacher, Mrs Adams who will be teaching in Year 2, Mrs Doss who will be a Year 5 teacher and Miss Wood who will be covering Mrs Creedon's maternity leave. We also welcome new Teaching Assistants, Mrs Connelly, Mrs Fiori, Mrs Vale and Mrs Celentano. We are looking forward to the huge skill set these new members of staff will bring with them from Braeside.

Working Together to Safeguard Children

Below is the link to a document that schools adhere to when looking at keeping children safe, this year the government have published a parent version, which some of you may find interesting.

[Statutory Guidance - Working Together Guidance](#)

Dates for the Diary

The following list provides a current list of events planned for the rest of the academic year:

Tuesday 3 June	All Day	Trip to Hylands Park	Reception Owls
Thursday 5 June	All Day	Trip to Barleylands	Year 2
Monday 9 June	8.25-10am Afternoon	Fathers Day Fun Morning Rainforest Workshop	Reception, UK Foxes and Badgers Year 3
Tuesday 10 June	All Day	Trip to Hylands Park	Reception Robins
Thursday 12 June	All Day Morning	Trip to Hertfordshire Zoo Year 6 Maths Fair	Upper Kindergarten Year 3 – Year 6
Friday 13 June	All Day 8.25-10am Morning	Trip to Science Museum Fathers Day Fun Morning Stock Market Workshop	Year 4 LK & Squirrels, Rabbits, Hedgehogs Year 5 and Year 6
Saturday 14 June	All Day 12pm-3.30pm	Bring a Bottle Non-Uniform Day Summer Fete	Whole School Whole School
Tuesday 17 June	All Day	Trip to Hylands Park	Reception Woodpeckers
Thursday 19 June	All Day All Day	Trip to Warner Bros Studio Tours Trip to Old Macdonalds Farm	Year 6 Lower Kindergarten
Friday 20 June	All Day	Sports Day	Whole School
Thursday 26 June	All Day	Trip to Southend	Year 1
Friday 27 June	6.30pm	Lopping Hall Performance	Year 4, Year 5 and Year 6
Wednesday 2 July	2pm – 3pm 4pm – 5.30pm	Celebration of The Year Prizegiving	LK, UK and Reception Year 1 – Year 6
Friday 4 July	All Day	Moving Up Day	Whole School
Tuesday 8 July	9am	Leavers Assembly for Parents	Year 6
Wednesday 9 July	Afternoon	Water Afternoon	Year 6
Thursday 10 July	Morning Morning Morning	Last Day of Term - 12pm finish Last Day of Term - 12.15pm finish Last Day of Term - 12.30pm	LK, UK and Reception Year 1 and Year 2 Year 3 to Year 6

I look forward to seeing you all at the various school events we have planned.

Yours sincerely



Gretchen Copeman
Headmistress

OAK-TREE SCHOOLS is the group name of:

BRAESIDE SCHOOL, BUCKHURST HILL • COOPERSALE HALL SCHOOL, EPPING • NORMANHURST SCHOOL, NORTH CHINGFORD • OAKLANDS SCHOOL, LOUGHTON

HEAD OFFICE ADDRESS: 6 ALBION HILL, LOUGHTON, ESSEX IG10 4RA

GROUP MANAGING PRINCIPAL & DIRECTOR: MR MATTHEW HAGGER B.A. (HONS), M.ED., PGCE CO-DIRECTORS: MR NICHOLAS HAGGER M.A. (OXON), MRS ANN HAGGER CERT. ED.

Oaklands School is the trading name of Oaklands School Ltd; registered in England at 6 Albion Hill, Loughton, Essex IG10 4RA; company number 3654053

