



Highcliffe St. Mark Primary School

(A Church of England Foundation School)
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04 March 2026

Dear Year 4 Parents and Carers,

We are looking forward to our Year 4 *Have-a-Go Heroes* event on Friday 13th March and hope many of you can join us. We have made some changes to the format following feedback from parents, children and staff.

What will happen?

With your child as your guide, you'll have the chance to try a fun, practical maths activity designed to help you support times tables at home. You'll also be able to look through their books.

Where and when?

The event will take place in our two halls, where there is more space.

Start time: 2.20pm. Please arrive no more than five minutes early.

- **Kingfishers:** enter via the **sports playground gate** (KS2 hall).
- **Jays:** wait by the **main office** (KS1 hall).
- **Barn Owls:** enter via the **sports playground gate**; once inside, the class will be split between the two halls.

How many people can attend?

To keep the event comfortable, please limit attendance to **two adults per child**. We recommend avoiding toddlers and pushchairs.

If you can't attend, you may send a close relative or friend. If this isn't possible, the teaching team will look after your child so they can still take part.

Please email the office if your child will not have an adult attending.

Access during the event

The rest of the school will be running as normal, so please stay within the Year 4 classrooms and the hall. If you need the toilet, staff toilets only may be used — ask a teacher or leadership team member for help.

Photos and phones

Please do not use mobile phones on school premises, including taking photos or calls.

How will the event end?

We will let you know when the session is finishing. When you hear this message, please return your child to their teacher and leave the building promptly before heading to your usual pick-up point so staff can prepare for homework.

Leaving early

If you need to leave before the end, please ask a member of the leadership team to escort you to the main office.



If the fire alarm sounds

No drill is planned. If the alarm sounds, ask your child to go straight to the nearest school adult. Leave via the nearest fire exit and go to the **Key Stage 1 playground** muster point. Leadership team members will guide you.

These events complement our Celebration Assemblies and form part of our wider work to involve parents in school life. Leadership team members will be on hand throughout to support and guide you.

We hope you enjoy the event.

Yours truly

A square box containing a handwritten signature in cursive script, which appears to read 'Claire'.

Claire Barker
Headteacher