



Highcliffe St. Mark Primary School

(A Church of England Foundation School)
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Headteacher: Mrs C Barker

14 May 2026

Dear Parents and Carers of children in Years 4, 5 and 6,

We are very excited to share the plans for our Sports Day this year. Sports Days can be a busy event for both children and adults so we have outlined what to expect below.

When is Sports Day for each year group?
Years 4, 5 and 6: Tuesday 30 th June starting at 1.30pm
When and where should I arrive to watch this event on the day?
The playground gate on Greenways will be open from 1.15pm – 1.35pm. After that time, please come to the main office.
How many family members can come per child?
As we will need to set up chairs for each event we ask that you limit family members to 2 per child. This allows us to make the event manageable with the resources and space we have available.
Where do I go when I first arrive?
On arrival you will be directed to seating for your child's first event. You will not need to bring additional seating. Please can I ask parents to stay in the seating areas provided for the start of the afternoon's events.
What is the order of events?
You will be asked to move to a different seating area with your child's class for each event. We will be on a tight schedule and therefore ask you to move round quickly. If you have more than one child to watch, don't worry there is an opportunity for you to move between events and this will be explained in more detail on the day.
What sort of activities can I expect to see?
The aim of the afternoon is to give all children an equal opportunity to take part in a variety of athletics based and fun events. The children will be encouraged to have fun and be as active as possible, whilst practising key skills which support athletics in later years. The children will have had an opportunity to practise the events in PE lessons.
Can I take photographs at this event?
You are welcome to take photographs; please can I ask that these be directed at your child as much as possible. We would also ask you not to place photos or videos, which may have other identifiable children in the background on any social media sites.
Will there be refreshments?
The children will have their water bottles with them. Please ensure they have one in school. There will not be any other refreshments available, please bring drinks with you.



What will happen if I can't attend?
If you cannot attend the Sports Activity Day, you can ask a family friend or relative to come and support your child. However, it is helpful for staff to know this, so please email the office. Our staff will support all children to take part, so if no one can make it on the day, please don't worry, they will still enjoy the afternoon.
Do I need to send my child with anything special on the day?
Children should come to school dressed in their PE kit, they will need to have suncream applied and have a sunhat and water bottle in school.
Will I be able to sit with my child and talk to them during the activities?
We have found in the past that it gets very confusing for children if parents approach their children during the events. We therefore ask parents to watch from the seated areas rather than stand up or approach their children.
Can I go into the school building and what if I need to leave early?
Please do not enter the school buildings unless you have been directed through to leave early. A toilet is available for you to use in the changing room block.
What happens at the end of Sports Day?
Sports Day will finish at approximately 3pm. We will inform parents that the events have finished and then take the children back to their classrooms to prepare for the end of the day. You will need to pick your child up following the normal pick-up routines and locations. After school club will still be running as normal.

If you can't find the answer to a question in the information above, please do not hesitate to get in touch. We are really looking forward to enjoying this event with you and your children!

Very best wishes,



Claire Barker