



Highcliffe St. Mark Primary School & Fledglings Pre-School

A Church of England Foundation School

Greenways, Highcliffe, Christchurch, Dorset, BH23 5AZ

office@highcliffeprimary.dorset.sch.uk

fledglings@highcliffeprimary.dorset.sch.uk

01425 273029

Headteacher: Mrs C Barker

01425 273265

10 September 2026

Dear Parents and Carers,

We are looking forward to sharing the children's recent learning with you at their celebration assemblies this term. The dates for these assemblies can be found in the *Headlines* newsletter. Please note that, during the autumn term, celebration assemblies are held only for Key Stage 2 classes, as children in Foundation Stage and Key Stage 1 will instead be preparing their Nativity performances.

What time does the event begin?

The assembly will begin at 2.20pm.

The pedestrian gate will be timed to open for you at 2.10 and will remain open until 2.30. If you arrive earlier please do not ring the bell or follow any visitors arriving at school for another reason.

If you arrive after 2.30, please ring the bell and a member of the office team will take you through to the assembly.

Where do I go when I arrive?

Assemblies will be held in the KS2 Hall. Please wait by the main playground gate for KS2 children.

What can I expect at the event?

Children will share examples of their learning from a range of subjects studied during the previous half term. If they have been on a trip or taken part in a special event, they will also tell you about their experiences. They may even perform a song for you!

We will not be including a book look as part of this event. However, you will have the opportunity to view your child's books during Parent Consultation meetings later this term. To enable us to prepare the children for the end of the school day, we ask that all visitors leave the building by **3.05pm**.

Safeguarding

We would like to remind parents and carers that we are now a mobile phone-free school. We therefore ask that mobile phones remain on silent and stored in a pocket or bag while you are on the school site.

Members of the Leadership Team will be available should you need to leave early or require access to toilet facilities.

In the unlikely event that the fire alarm or lockdown alarm sounds during the assembly, please listen carefully to instructions from staff and follow them promptly.

We hope you enjoy celebrating the wonderful achievements the children have made so far this year. If you have any questions or require accessibility support, please do not hesitate to get in touch.

Very best wishes,

Claire Barker



PROUD TO BE A
MUSIC MARK
SCHOOL
2023 - 2024

