

**WELCOME TO
HERITAGE:
INFORMATION FOR
YEAR 2 FAMILIES**



Dear new parents,

The information in this booklet has been thoughtfully compiled by members of the Heritage Community Association (HCA). Remembering back on the feeling of being awash in information as their children first started school, a group of our current parents generously committed their time and talents to consolidate the most salient information for our new families all in one place.

The HCA is run by Chair Caroline Way, and the committee is made up of all the class reps. You as a parent are always welcome to come to the committee meetings when they arise. The HCA will let you know when they are by email.

"Do make contact as early as possible with your class reps, and don't hesitate to get involved as much as you can in the wider class and school community."

"There is a HUGE amount of information on the school portal but at the beginning, it can be a lot to filter through. However, we cannot emphasise enough how much information is on it so please do sign up as soon as possible at heritageschool.myschoolportal.co.uk"

TEACHERS AND USEFUL CONTACTS

With the myriad of new people you will be meeting in the first week of term, here are a few faces you might want to pick out of the crowd!



Year 2 Class Teacher **Mrs Mercer**
b.mercer@heritageschool.org.uk



Year 2 Class Teacher **Mrs Grove**
l.grove@heritageschool.org.uk



Headmaster **Mr Fletcher**
headmaster@heritageschool.org.uk



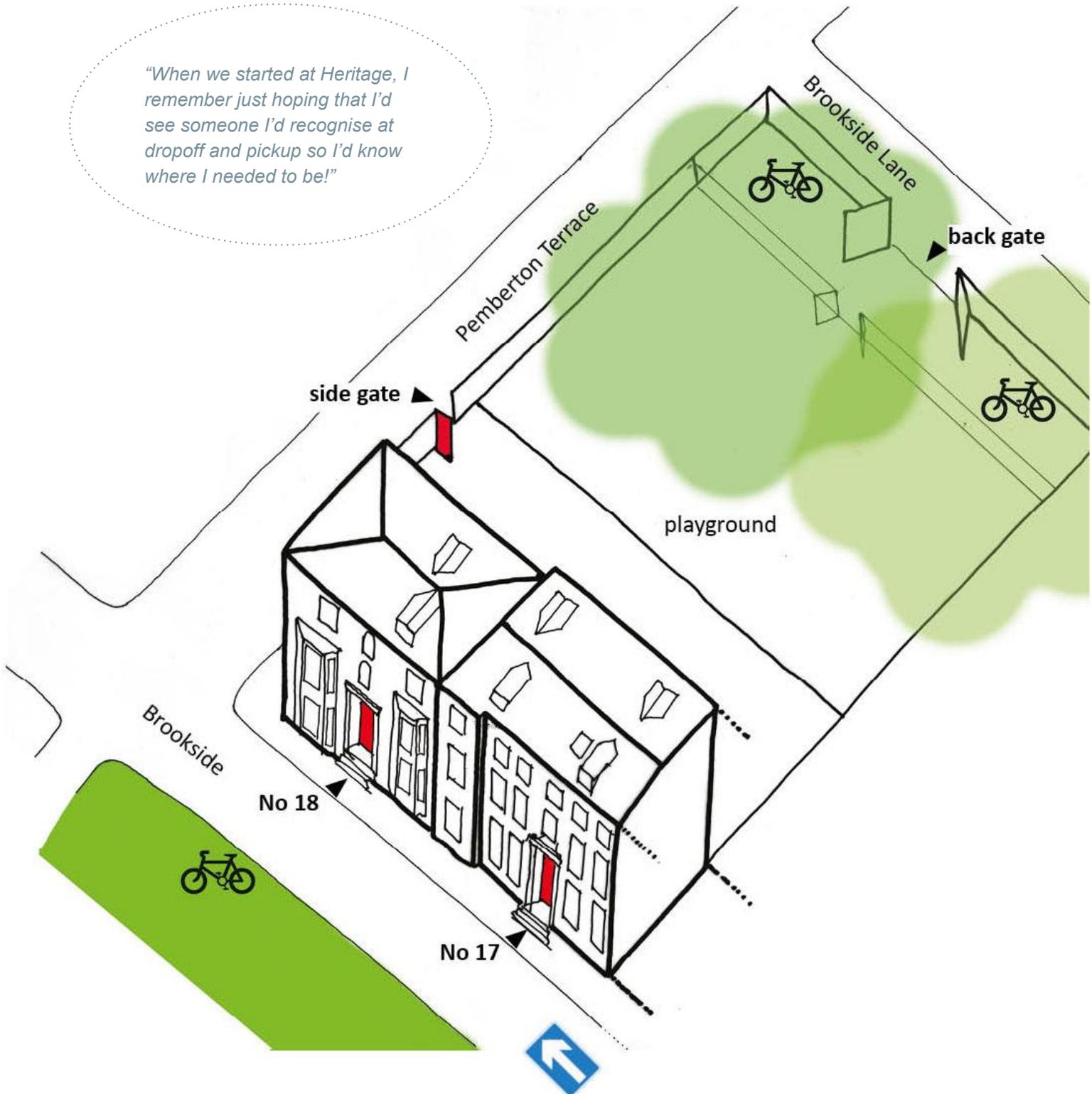
Head of Infants **Mrs Carter**
infants@heritageschool.org.uk

Year 2 Class Reps:	Claire Corfield (07718 859276) and Celina McGregor (07384 452525)
French is taught by:	Madame Smith
Music is taught by:	Mrs Good
PE is taught by:	Mr Hulett and Mrs Eastwood
The Librarian is:	Mrs Pilkington
The school office:	Miss Grief office@heritageschool.org.uk 01223 350615

MAP OF SCHOOL

As with all schools, there are a few different entrances for different age groups. The main thing to remember is that number 17 is the entrance to the senior school and school office. There's rarely another time when you'll need to go in that way if you have a child in the Infant and Junior school. We discuss where you'll need to be and when on the following page...

"When we started at Heritage, I remember just hoping that I'd see someone I'd recognise at dropoff and pickup so I'd know where I needed to be!"



THE SCHOOL DAY



At **8.25**, the doors are opened and you can drop off your child at the front of no. 18 or in the playground. They should go directly to the Year 2 classroom.

Late Arrivals

If you arrive after **8.40** you may be lucky and catch someone before they finally lock the gate. But if not, please come to the main front door of no.17. From there, the receptionist (Hannah Grief) will take your child to their classroom. It's all very friendly and relaxed.

At **8.50** on Monday, Infant and Junior classes have an assembly at Panton Hall. Parents are welcome to join.

10.10–10.35 Infants morning break. Year 2 children play in the playground with Lower Prep and Upper Prep.

12.10–1.00 Infants lunch plus break, again, with Lower Prep and Upper Prep.

If you'd like to know what the children are getting up to in the classroom, a curriculum letter and timetable are posted on the portal a few weeks after the beginning of each term.

PE lessons: These take place at The Leys School sports hall, which is a short walk from school on the opposite side of Trumpington Road (impossible to miss!).

"As all the infant classes play together, the children develop lovely friendships across the years, with the older children very much looking out for the younger ones. It also allows social butterflies to spread their wings outside the small class sizes."

DEPARTURE TIME AND PICKUP



Departure time and location for pickup

The end of day for Infants is **3.30**. At that time you will collect your children at the back door of no. 18 in the playground. The children will not be allowed to leave until your child has been handed directly off to you. If you happen to be late, the school will try and contact you by phone while your child waits in the office/classroom. You may need to use the main front door (No. 17) if other gates are locked.

Who can collect your child?

Normally, a parent picks up their child. If it will not be you, it is your responsibility to make sure the teacher is familiar with any one-off or long-term arrangements.

For long-term arrangements, such as regular, if occasional, collection by a family friend, grandparent or au pair, you need to make sure the teacher knows who this person is through a direct introduction. Once that introduction has been made no further action is required since the teacher will know who he/she is.

For one-off arrangements that depart from the norm, again, you need to make sure Mrs Mercer and Mrs Grove are informed. Here's how you can do this:

Send an email to the office to say who will be collecting your child on which days of the coming week. This email needs to be received by 9am on the preceding Friday

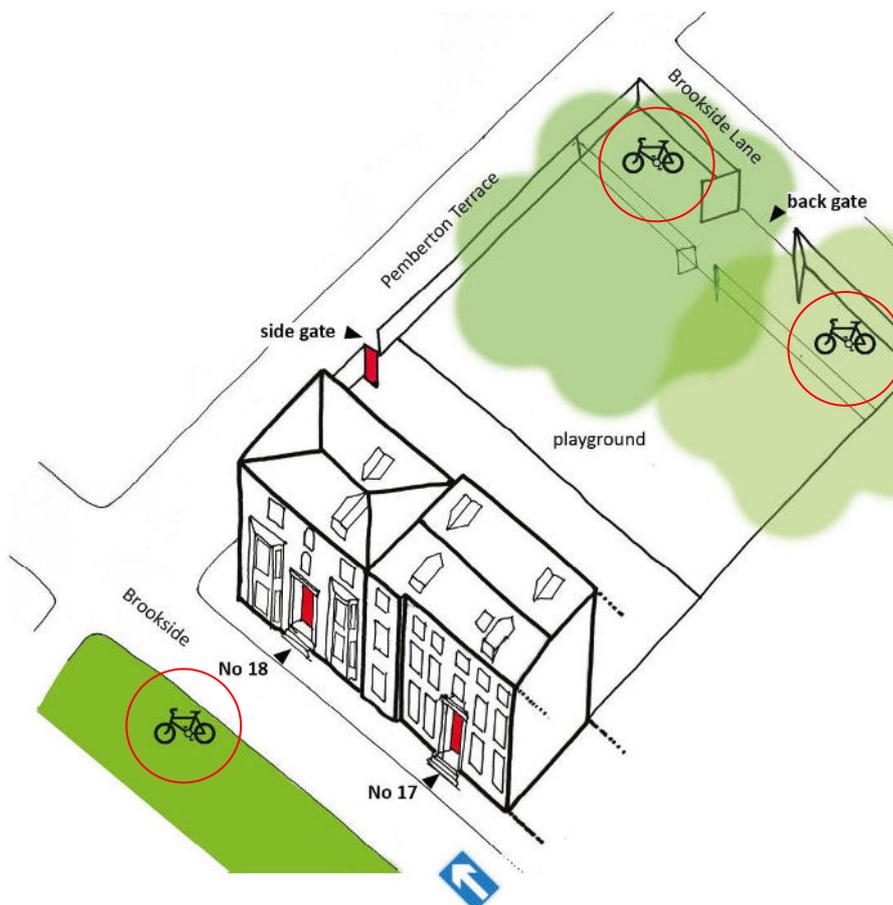
This all sound very formal. Since you will see the teachers face to face every day, it's easy to just pass on the word and she can let you know what needs to be done.

DRIVING OR CYCLING

If you cycle to school...

Bicycle parking is available in and around the bike shed as well as in the garage at the back of the site (please see map on page 3). You can access this bicycle parking area via Brookside Lane. It is preferable if helmets can be locked up with bicycles due to limited space in classrooms or on the coat pegs. At the end of the day, children who cycle should be collected by parents at the normal location and taken by parents to collect their bicycles.

You can also park and lock bikes to the railings on the patch of green by the brook in the front of the building. Just keep a keen eye out for your child as cars frequently drive down Brookside quite fast.



If you drive...

There is a combination of **residential and Pay & Display parking** on Brookside, Panton Street and Bateman Street. Residential parking spots are only available to non-residents prior to 9am. Most of the Pay & Display parking is available for a maximum of 2 hours but is not charged before 8.30am. There is also longer-stay Pay & Display parking on Trumpington Road across from the Botanic Gardens, and on Union Road (off of Panton Street). RingGo is a handy app to have on your phone to pay for parking.

FOOD



SNACK

Year 2 have a snack after the mid morning break. Snack is sent into school along with their lunch and water bottle. It generally shouldn't be messy (eg, yoghurt) and should include one of the child's 'five-a-day' (i.e. fruit or vegetables).

Chocolate bars, sweets and fizzy drinks are not allowed please

MILK

Milk for snack time can be purchased from the school costing approximately 30p/day. The cost will be added to your account and charged to you termly. You may sign up using the Infant Milk Reply Form at bit.ly/heritagemilk. Any changes at a later date should be raised with the Office and may take up to 10 days to process with our supplier.

LUNCH

Children eat their lunch in the classroom, before going outside to play. If the weather is especially nice, they may eat outside. Your child needs a suitable lunchbox, that is able to hold their lunch and their water bottle. As for contents, there are many options, from traditional sandwiches and finger food to Thermos flasks with a hot meal. You must provide any necessary utensils yourself. Ideally children should be able to open any containers they bring themselves. And everything needs to be labelled (except the food!).

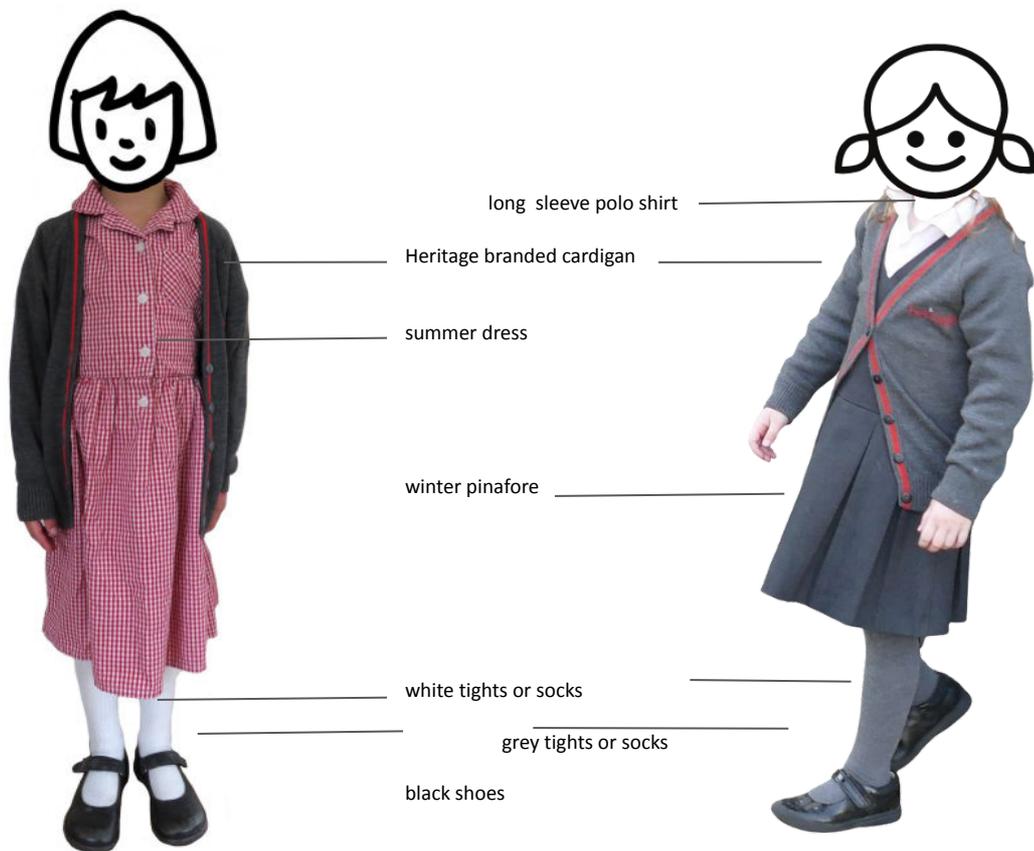
UNIFORM

For some reason, the sheer quantity of items needed at the beginning of the school year throws many parents when they first start at Heritage. There is a comprehensive list on the portal (heritageschool.myschoolportal.co.uk) but just so you can visualise what it all is we have included some pictures.

For the month of September and again beginning in May, girls must wear their summer uniform, consisting of the red and white gingham dress, cardigan and white tights and socks. From the beginning of October, the girls change into a grey pinafore with grey socks/tights. Specific change over dates are well advertised on the Wednesday email. (See page 18 for more about the Wednesday email.)

Boys from Lower Prep – Year 8 have the choice of wearing trousers or shorts all year round.

GIRLS SUMMER UNIFORM AND WINTER UNIFORM



**UNIFORM
continued**

BOYS SUMMER UNIFORM

AND WINTER UNIFORM



Heritage branded polo shirt (long or short sleeve)

Heritage branded v-neck jumper

Grey shorts

Charcoal long trousers

Grey socks

Black shoes



UNISEX SUMMER PE KIT

and WINTER PE KIT



Heritage branded white t-shirt

Heritage branded navy blue sweatshirt

plain navy blue shorts and tracksuit bottoms

white socks



WHERE TO BUY UNIFORM



The Uniform Shop

The Uniform Shop stocks and sells all the Heritage branded items that you will need. The cost of all uniform is added to your school bill. The shop is located in Panton Hall (a minute walk around the corner from the main school). This is for uniform collection and returns ONLY.

To order from the Uniform Shop, you can either complete the order form on the portal or you can email uniform@heritageschool.org.uk. It is best not to leave it to the last minute to submit your orders, as the Uniform Shop operates on a week ahead system.

Second Hand Uniform

There is also second hand uniform stock available through the Uniform Shop for both Heritage branded and John Lewis items. Details of second hand uniform stock is kept on a Google spreadsheet, the link to which is on the portal and on your uniform list. We do our very best to keep this up to date, but please be aware that updating it is a manual process and as a result there can be a time lag between sales being made and the spreadsheet being updated.

John Lewis

Top Tip: The regulation uniform is from John Lewis, who seem to frequently run out in the run up to the beginning of the school year. So, it can be a good idea to try and buy these items over the summer months, and if you are lucky, during the summer sales.

The Heritage Community Selling Page is a closed Facebook group for members of the Heritage community to buy and sell used uniform and other items. To join, go to the group page (bit.ly/heritageselling) and request membership. Once your membership has been approved, you will be able to view the items that are currently for sale, and post items of your own. The HCA will also post donated uniform items on this page, which will be sold to raise funds for both the HCA, and Amazing Grace school in Uganda.

ADDITIONAL UNIFORM NOTES



Additional Items

Check the applicable uniform sheet on the portal for information about additional items you'll need, including waterproofs (to be hung on a separate bag on your child's labelled peg) and wellies, and the Heritage branded winter coat, navy fleece, sun hat, winter hat, and book bag.

PE Kit

This is the same for boys and girls in the infant school. The school encourages that the full P.E be sent into school at the beginning of term, regardless of weather. So, while the weather is warm they might only wear the shorts and T-shirt for P.E, having the full tracksuit at school is useful if your child has an accident, or is an over enthusiastic puddle jumper.

Labelling

It is vital that all items are labelled. There are a variety of companies that can print these labels for you, either to be stitched in, ironed on, or stickers. The school would really appreciate if, whatever labels you order, they are 1) the child's first name (rather than surname), and 2) positioned in a place that is easily seen by both staff and your child.

It is also advisable to label socks, especially PE socks, which are all white and almost identical, and black school shoes, which are often indistinguishable! While such instruction may seem pedantic it does allow for staff and students alike to quickly and easily identify garments that might for example be bundled together to create goalposts during playtime.

If purchasing second hand uniform please make sure you relabel the items with your child's name and remove the previous owner's name from the garment.

It is also helpful to sometimes have a piece of ribbon or small marking on the outside of identical navy PE bags and book bags so that children can quickly and easily identify which is theirs.

HERITAGE HABITS



There are many activities throughout the year which make Heritage a special place to be. So that you get a sense of what's to come, we have compiled a list

Monday Assemblies

Infants and Juniors have assembly in Panton Hall on Mondays at 08:50 which ends by 9.25am. Children line up in the playground prior to walking as a school over to Panton Hall. LP children are partnered with a Year 6 buddy.

Parents are very welcome to attend but be warned-space is at a premium and so it is prudent to get there by 08:45. If you would like to attend, please make your way to Panton Hall (on Panton Street) after drop off. Assembly finishes with the school prayer which you can choose to join in on: *The whole world belongs to God, the earth and all its people. This is the day that God has made, we will enjoy it and be glad. Our God show us your light and your love, for we are your children. Amen.*

Poetry Recitation Assemblies

Every half term there is a Poetry Recitation Assembly, in which each year group will stand and recite together, the poem they have learned in class. This takes place during the usual Monday assembly slot in Panton Hall and parents are invited and are generally very keen to attend. While the children do practice the poem in class, Mrs Mercer and Mrs Grove will also send a copy of each poem home so that you can practice with them ahead of the recitation.

Recital Assemblies

These happen also on Monday either once or twice a term and give children the opportunity to perform in front of their friends and parents.

Class Assemblies

These take place for Infants and Juniors throughout the year and involve the class doing a small performance for the rest of the school during the Monday morning assembly. Parents are equally welcome (and encouraged) to attend these. It is worth it!

HERITAGE HABITS continued



Birthdays

At the end of the Monday morning assembly, children across the school with birthdays that week are presented with a birthday book from the school. They all come and receive their book from Mr Fletcher, and everyone present sings Happy Birthday. But not happy birthday as you know it, but a very special version. Again, this is an assembly that feels very special to attend when it is your child's birthday week. The birthday song is: *A happy birthday to you, a happy birthday to you, every day of the year may you find friendship here, a happy birthday to you a happy birthday to you and the best one you've ever had*

Nature Walks

The highlight of the week for many of the children is Tuesday afternoon Nature Walks. Destinations for the nature walks include The Botanic Gardens, Coe Fen, Lammas Land and Sheeps Green.

Christmas Concert and Nativity

This is a whole-school concert, where everyone participates either by acting in the Nativity (Infants), or singing (all Juniors and Seniors). This usually takes place during the final week of the Autumn term, starting at 6pm. The event is held in St Andrew's Street Baptist Church. 43 St Andrew's St, Cambridge CB2 3AR. Unofficially, many families elect to go for food together in the time between school finishing and the concert beginning.

Christmas Jumper day

This is often celebrated again during the last week of the Autumn term and includes a collection for Charity. You don't have to own a Christmas jumper - it can be leggings, hair bands, or they can just dress up brightly and festively!

Christmas lunch

Usually on the last day of the Autumn term, the Infant and Junior school have Christmas lunch in one of the college dining halls. This is a wonderful celebration and the entire school walk together to the college. The price of this is included in fees. You do not get to go too, we're afraid.

Spring Concert

This is a celebration of music-making at Heritage, where Junior and Senior classes work towards a class performance of a choral piece that they have been preparing. In addition, many of the the musicians that rehearse at Heritage will perform in musical solos, duets and ensembles.

HERITAGE HABITS continued



Sports Day

There is a sports day held usually in the last week of the Summer Term. This is held in St. Faiths/The Leys Sports Grounds (Latham Road Playing Fields) which is at the bottom of Latham Road, Cambridge CB2 7EG. Children are dropped to school as usual that morning and walk as a class to Latham Road. A timetable for the day is sent home in the weeks prior so that you can schedule to be there in time for the Infants activities. (**Top tip:** there is no car parking in Latham Road so allow time to walk over.) It generally finishes with a family/class picnic (which you bring yourself) and then a pudding table that everyone has contributed something to. This is another event that parents are strongly encouraged to attend.

World Book Day

Like most schools, Heritage celebrate World book day in March. The children get to dress up as their favourite character in their favourite book. Or really any character from any book that is low stress to put together.

International Day

Every year the school celebrates the culture and traditions of another country. The exact country is announced in the preceding weeks and children are encouraged to come to school dressed in the colours of that country's flag.

Screen Free Week

This week is an important event in the life of the school and one all families are strongly encouraged to be involved in. The idea is that, for a week in June, pupils – and preferably the whole family – do not make use of any screens (outside of work and essential communications for adults). It is saying 'no' to: TV, movies, video games, any online activity on any type of device (tablets, laptops, phones, etc.). It is saying 'yes' to: quality time with your children, books, friends, toys, sport, painting, music, climbing trees, bikes, writing a story, cooking, baking, board games, walks, museums, etc. That is, it is saying 'yes' to more space in your life and to help us all think about our patterns of screen use, and to redress the balance.

TEACHER MEETINGS AND REPORTS



New Family Drop-In

The day before the autumn term begins, there will be a brief window of time from 2-3pm where new families can meet the teachers and bring in anything you would like to drop off (such as PE kit or wellies).

Meet the Teacher Evening

A Meet the Teacher Evening is also held in mid-September giving Year 2 parents an opportunity to meet Mrs Mercer. She will explain her expectations, the curriculum plans, the weekly timetable, and how you can support from home.

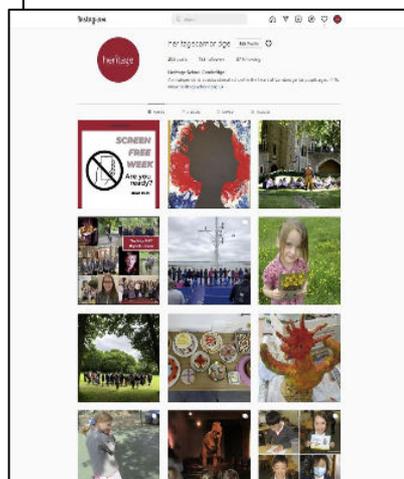
Parent Teacher Consultations

There are two formal opportunities during the year to meet privately with Mrs Mercer face-to-face which take place in October and March. You will meet in the classroom and be shown through your child's books, paintings and poems. The dates for these meetings are sent early in the term via the weekly Wednesday email, and then individual time slots are made available sooner to the date. Of course, since Heritage is so small and you will see Mrs Mercer or Mrs Grove daily, you can catch them either at the beginning or the end of the day for a quick chat. Alternatively, if you need a longer discussion you can always ask him for a private meeting.

Progress Reports

Year 2 parents will receive two Progress Reports each year. December, at the end of the Autumn term; and July, at the end of the Summer term. These are available on the Portal under "My Family".

COMMUNICATIONS AND NEWS



heritage
CAMBRIDGE

The following 3 messages have just been sent to your Heritage Post mailbox. Please do not reply directly to this automatic notification - use the links below.

Wednesday Email - All Families

Dear Parents,

Dates for your Diary:

- Friday 10th June - Years 8, 9 & 10 - HPV Vaccinations
- Friday 10th June - Saturday 11th June - Year 4 Overnight Camp
- Monday 13th June - Monday 20th June - Screen Free Week
- Monday 13th June - Introduction to First Aid for Seniors, 4.00 - 6.30pm
- Tuesday 14th June - New Year 7 induction Afternoon, at Panton Hall, with Parent Afternoon Tea from 3.15 - 3.40pm
- Tuesday 14th June - Parents' Information Evening, 7.30 - 9.00pm, at Panton Hall
- Saturday 18th June - HCA Summer Fete
- Tuesday 21st June - Infant & Junior Sports Day, 9.30am - 2.00pm, at Latham Road Sports Ground
- Friday 24th June - Year 11 Big Picture Course, 9.30am - 12.30pm
- Saturday 25th June - Year 11 Leavers' Service & Reception, 2.30 - 5.00pm
- Monday 27th June - Wednesday 29th June - Year 11 DofE Expedition
- Thursday 30th June - Senior Sports Day, 9.00am - 12.30pm, at Latham Road Sports Ground
- Thursday 30th June - Debate Club Invitational, 5.00 - 7.00pm, in the Hall
- Thursday 30th June - Year 8 Drama Production, 5.00 - 7.00pm, at Panton Hall
- Tuesday 6th - Friday 8th July - Year 3 & Year 6 Camp
- Friday 8th July - Last Day of the Summer Term, Collection/Departure Times: Infants at 1.00pm, Juniors at 1.10pm, Seniors at 1.30pm

This Week's Enrichment Activities

Year Group	Date	Activity	Additional Information
Y6	Wednesday, 8 June	Woolsthorpe Manor	
Y6	Thursday, 9 June	Drama Rehearsal	
Y7	Thursday, 9 June	Treasure Trail (finishing it off) and Spoon	Please can pupils come to school in P.E. Kit. They might need waterproofs and extra layers depending on the weather.

From on Monday the week, families connect to their televisions, video game consoles, or smartphones, it is rather a total digital detox except that use of all computers may be for work and essential reasons by adults; pupils do have access to their phones if they have one.)

will seem alarming, especially to many of our devices are so embedded into our lives, so denying them is not an option is that they feel. They can stop us by our whole attention span that are right in us, or prevent our own ever feeling bored any condition for us, or disconnect us from rest to us while.

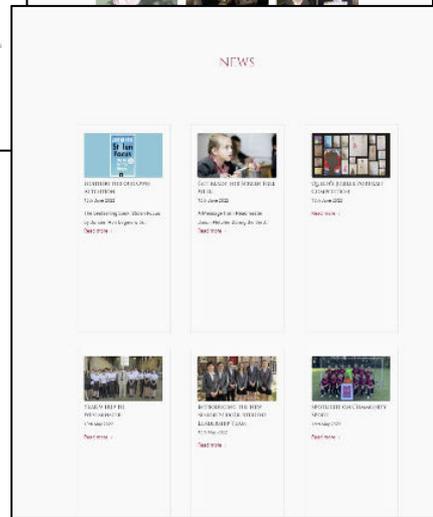
repeatedly beckoning us with electronic messages from many others. And digital entertainments are displacing so many enriching activities.

Screen Free Week is an opportunity for us each to pause and examine whether technology has too big a role in our lives. Can we live happily without screens?

We are eager to hear about your experience of Screen Free Week. What impact does it have upon your family and your children? What books did you read? What places did you explore? What projects did you start, or finish? What interesting conversations did you have? We'd love for you to start thinking about Screen Free Week with a sense of anticipation, even if that isn't only a week, but maybe it will lead to changes that last longer.

Mr Jason Fletcher, Headmaster

www.heritageschool.org.uk



Wednesday email

Each week on Wednesday evening, the School Office sends an email to Infants and Juniors, Seniors, and the whole school with pertinent information for each group. These emails often contain information that's relevant for the days following, so it's important to read them through when you receive them.

Social media and News pages

To get a peek inside what happens at school, you'll find news, photos and more on the school's News page (heritageschool.org.uk/news), Facebook page (fb.com/heritagecambridge) and Instagram (instagram.com/heritagecambridge)

The Skylark

The Skylark is the termly school e-news letter and provides a more in-depth look at what has been happening at school over the half-term.

TERM DATES 2023/24

Autumn Term 2023

INSET day: 4 September (staff but not students in school)

TERM STARTS: 6 September

Half Term: 23 - 27 October

INSET: 30 October

TERM ENDS: 15 December

Spring Term 2024

INSET: 8 January

TERM STARTS: 9 January

Half Term: 19 – 23 February

TERM ENDS: 22 March

Summer Term 2024

INSET: 15 April

TERM STARTS: 16 April

Bank Holiday: 6 May

Half Term: 27-31 May

TERM ENDS: 5 July

Absence from school

If your child is unable to come to school for any reason please complete the online absence form found on the portal no later than 9am, this can be found under the “my family” tab or use this link: (heritageschool.myschoolportal.co.uk/absence/18). If the school has not heard from you, they will contact you to ensure nothing has happened on the way to school.

Planned Absence

Please email the School Office 'For the attention of The Headmaster' at least one week in advance of a planned absence.

Absence Due to Ill Health

If your child becomes unwell at school, they will ring you to come and collect. If your child has vomiting or has diarrhoea at home, he or she must not return to school for at least 48 hours since the last incidence to minimise the spread of infection.



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