

Westfield Primary Head's Newsletter— April 2026



Contents

Message from Mrs Hing	1
Wellbeing	2
Online Safety	3
Author visit	4
Polka Theatre trip Westfield Heroes	5
Summer term clubs	6
Absence	7
	8
FOW	9-11
Youth cricket	12
Dates	13
	14

Westfield Primary
Bonsey Lane
Westfield
Woking
Surrey

Phone: 01483 76187

E-mail:
head@westfield.surrey.sch.uk

www.westfield.surrey.sch.uk

Welcome to the April newsletter and our warmest wishes for a happy and restful Easter and spring break for you and your families!

The children have had many opportunities to enjoy varied activities that enrich their curriculum and learning throughout March. Below are some of the opportunities they have enjoyed:

- * March started with an exciting Book Week for the whole school; there were competitions (including The Masked Reader), fun activities and a dress-up day
- * The author, Fiona Scott, visited the school and ran workshops and an assembly
- * The drama group, Perform, came in and ran workshops with Years R, 1 and 2
- * Young Carers day was celebrated in school
- * Sports taster workshops for Years 1, 2, 5 & 6
- * Year 6 visited the Polka Theatre in Wimbledon to see a production of 'Who Let The Gods Out'
- * KS1 enjoyed an assembly from Engage
- * Year 1 held a 'Dinosaur Day'
- * The school joined up to an Easter Brush Party—painting
- * There were class assemblies and Easter assemblies performed to parents and carers
- * One of our parents, Rev. Lucy Bush, led Easter assemblies with both KS1 and KS2
- * The choir performed at Mayford Grange
- * Year 3 continued their fortnightly visits to our friends at Mayford Grange retirement village

In addition to all of this, the Friends of Westfield ran a successful Easter Egg Tombola, thank you for all your contributions and the hard work of the FOW for making this a great success.

Important—to Note:

To support improved attendance and ensure children are settled and ready for learning, the school gates will open **5 minutes earlier** from the start of the summer term, at **8:30am**. For the first half of the term, gates will continue to close at **8:50am**. However, after the May half-term break, the gates will close **5 minutes earlier**, at **8:45am**, so that children are in class, on time and settled, for their register at 8:50am.

Next half term our PRIDE value of focus will be, **DIVERSITY**. Diversity makes our school stronger. We value and celebrate the different backgrounds, perspectives, and experiences each child and family brings, creating a welcoming community where everyone is respected and belongs.



Well-being and Mental Health at Westfield.

Spring Wellbeing Tips for Children & their Families

Welcome to Spring! 🌸

The days are getting brighter and flowers are starting to grow. Spring is a great time to feel happy, healthy, and full of energy! Here are some simple wellbeing tips for children and their families to try at home.

Enjoy the Sunshine 😊

Try to spend time outside after school. You can go for a walk, play in the park, or look for signs of spring like birds, blossoms, and new leaves. Fresh air helps your body and mind feel good!

Try a Little Spring Reset 🌸

Spring is a great time for new starts! You could tidy your room, help organise a family space, or choose one new healthy habit to try—like reading before bed or helping with a meal.

Eat Bright, Healthy Foods 🥗

Lots of yummy fruits and vegetables come into season in spring. Try adding colourful foods to your plate or helping your grown-ups prepare dinner.

Look After Your Feelings 🧠

Talk about your day with your family. Share things that made you happy, excited, or even things that felt tricky. All feelings are okay! Quiet moments like drawing or reading can help you relax.

Take a Break from Screens 💧

With longer, sunnier days, it's the perfect time to play outside or enjoy fun indoor activities without screens. Try a board game, puzzles, or building something creative!

Grow Something New 🌱

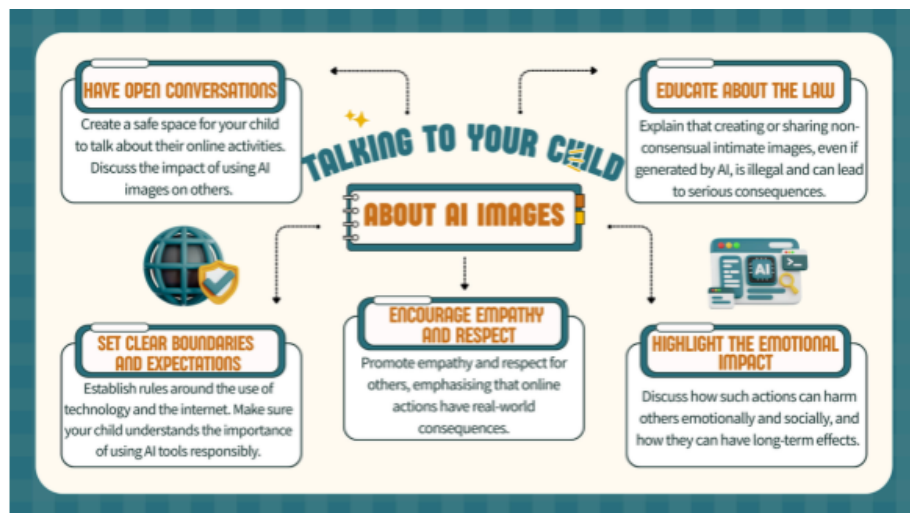
Planting seeds is fun and easy. You can grow flowers, herbs, or even vegetables. Watching your plant grow a little more each day can feel exciting!

Wishing you a happy, healthy spring full of sunshine and smiles! ☺

We hope you enjoyed last month's Happiness calendar, Mindful March. This month the theme is 'Active April' and there are lots of tips and suggestions to being a little more active in our day to day lives. Why not look through and see which ones you'd like to try? The link can be found [HERE](#).



Online Safety



New Law on AI-Generated Images: What Parents and Carers Need to Know

A new UK law now makes it illegal to create or request **AI-generated intimate images of someone without their consent**. This includes fake images showing a person in an intimate situation, even if the image is completely generated by artificial intelligence.

Why this matters

AI tools are widely available and easy for young people to access. Some may misuse them to create fake images of others as a joke or as part of online bullying. Even when images are clearly fake, they can spread quickly online and cause embarrassment, anxiety and harm to a person's reputation.

It's not only about intimate images

AI can also be used to create fake images that put someone in embarrassing or upsetting situations. These can still cause real emotional harm and damage friendships or social relationships.

Talking to your child

Remind them that:

- Fake images can still hurt people.
- Once images are shared online, they can spread quickly.
- Creating or sharing images to embarrass or upset someone is not harmless.

Encourage your child to speak to you or another trusted adult if they see or experience image-based bullying online.

TALKING TO YOUR CHILD ABOUT AI IMAGES

A simple guide for families



HAVE OPEN CONVERSATIONS

Make time to talk with your child about what they do online.

Explain that AI can make pictures that look real, and these pictures can affect people.



SET CLEAR RULES

Agree on safe and sensible rules for using the internet. Help your child understand why it's important to use AI and technology responsibly.



ENCOURAGE KINDNESS AND RESPECT

Remind your child that what they do online should be kind and respectful.

AI pictures can still hurt someone, even if they are made-up.



TALK ABOUT FEELINGS

Discuss how AI images can upset or embarrass someone.

Help your child understand that online actions can have long-lasting effects on others.

Author Visit

To celebrate World Book Day and the National Year of Reading, Westfield were delighted to welcome Fiona Scott, the author of several popular children's books, including *Rats on Rollerskates* and *The Troll of Trafalgar Square*.

In KS1, Fiona delivered exciting workshops in classrooms, while KS2 enjoyed a lively and engaging assembly. She spoke about the inspirations behind her stories and shared how her imagination helps her bring characters and adventures to life. Fiona also treated us to a reading of her book *Willow and her Magic Owl Pillow*, a delightful story about a girl who loves to dance and her magical, time-travelling pillow. The story took the children on a musical journey through different decades of dance, creating an immersive experience that they are sure to remember.

Fiona encouraged the children to keep reading as they grow older and asked them to promise never to "give up" on books. She also inspired them to follow their ambitions to write stories of their own and to use their imaginations - a skill that becomes more powerful the more we practise it.

It was a wonderful visit and a lovely reminder of the magic that reading can bring.

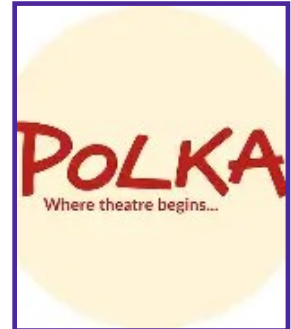


Polka Theatre trip

A big thank you to Atkinson Commercial Heating who very generously, and kindly sponsored the Year 6 classes to travel and enjoy a trip, on 18th March, to the Polka Theatre in Wimbledon.



The children watched a performance of "Who Let The Gods Out?"



Westfield Heroes

Help celebrate Our Westfield Heroes!

At Westfield Primary School, we believe in recognising the everyday heroes who make our school such a special place. If a member of our staff has brightened your day, supported your child, or made a positive difference—no matter how big or small—we want to hear about it!

Anyone in our school community can be a Westfield Hero:

- A friendly face in the office
- Someone who made your child smile
- A class teacher or Learning Support Assistant who went above and beyond
- Our Well-Being Assistants, Nurture Lead, SENCO, Inclusion Leader, kitchen staff—or anyone else you'd like to thank!

If you'd like to celebrate a member of staff, simply click the link below to fill out our short form. Share your story with us, and we'll make sure your kind words are passed on to your Westfield Hero.

[Click here to nominate a Westfield Hero.](#)

Thank you for helping us celebrate the fantastic staff who make Westfield Primary School such a wonderful community.



Clubs/Extra-Curricular Activities

Full details will be issued in due course but you might welcome an indication of the lunchtime and after-school clubs available for this term. Letters with full details will be given to all those relevant children expressing an interest in a particular activity. **Club details can be**

Day	Club	Time	For Whom	Start	End
Monday In Bumblebees	Phonics By invite Mrs Thomas	lunchtime	Year R	20.4.26	6.7.26
Monday In hall	Karate Scott Rayner Private provider	3.10-4.15pm	Year 1-6	13.4.26	13.7.26
Tuesday Beetles class	Phonics club By invite Mrs Carey	3.10-3.45pm	Year 1 by invite	21.4.26	9.6.26
Tuesday outside	Football Ultimate Coaching Private Provider	3.10-4.15pm	Years 3-6	14.4.26	14.7.26
Tuesday Hawks class	Book club By invite Mrs Phillips	12.45-1.15pm	Year 6	21.4.26	14.7.26
Tuesday Caterpillars class	Maths Booster By invite Mrs Banks	8am	Year 2	21.4.26	7.7.26
Tuesday Butterflies class	Building club By Invite Mrs Pear	12-12.20pm	Year R	21.4.26	7.7.26
Tuesday Dragonflies class	Games club Miss Malhotra	8am-8.30am	Years 1 & 2	21.4.26	7.7.26
Wednesday In Hall	Dance club Miss Townson	8-8.30am	Years 3-6	22.4.26	8.7.26
Wednesdays Owls class	Book club Miss Chaplin	12.40-1.10pm	Years 3-6	22.4.26	8.7.26
Wednesday Robins class	Reading club By invite Mrs Lee	12.40-1.10pm	Year 3	22.4.26	1.7.26
Wednesdays Woodpeckers class	Miss Beattie Lego club	8-8.30am	Years 3-6	22.4.26	8.7.26
Wednesdays Da Vinci'S Den	Art Club Mrs McAteer	8-8.30am	Years 2-5	22.4.26	8.7.26
Wednesday In Gym	Boogie pumps Private Provider	3.10-4pm	Years 3-6	22.4.26	8.7.26
Wednesday outside	Football Ultimate Coaching Private Provider	3.10-4.15pm	Years 1-2	15.4.26	15.7.26
Wednesdays outside	Girls Football Ultimate Coaching Private Provider	3.15-4.15pm	Years 3-6	15.4.26	15.7.26
Thursdays Penguins class	Choir Miss Cox	3.10-4pm	Years 3-6	23.4.26 NOT ON 30.4.26 NOT ON 14.5.26 NOT ON 18.6.26	25.6.26
Thursdays	Spanish club Private Provider	3.05-4.15pm	Years R-6	16.4.26 NOT ON 18.6.26	9.7.26
Fridays outside	Multisports Pleiades	3.10-4.10pm	Years 3-6	24.4.26	10.7.26

Application for leave of absence/exceptional circumstances

As parents, you have a legal responsibility to ensure your child's attendance at school. Holidays should be taken during the school holiday period. During the academic year pupils are at school for 190 days and at home for 175 days. Students are expected to attend 100% of the time.

Please fill in a request of absence form (available from the office or online) if you want to ask the Headteacher to authorise a *leave of absence* during term time. You must ask well in advance and you are strongly advised to request leave of absence before you confirm your arrangements.

New legislations (Education (Pupil Registration) (England) (Amendment) Regulations 2013) means that if an application is not *"made in advance to the Head teacher by a parent with whom the pupil normally resides, and the Head teacher does not consider that leave of absence should be granted due to the "exceptional circumstances" relating to that application"*, then it will not be authorised.

If you take your child out of school without the approval of the school, you may be liable to receive a Penalty Notice from Surrey County Council for failing to ensure your child's regular school attendance.

Unauthorised absence in school time will not be authorised. *Guidelines from the local authority are that they may issue a Penalty Notice (with a fine) to each parent, when students are taken out of school during term for 5 days or more and if this absence is recorded as unauthorised by the school. Please note it includes cumulative absence over a 10 week period (several unauthorised absences that total 5 days within a 10 week period).*

The amount payable on issue of a Penalty Notice is £80 per parent per child if paid within 21 days of receipt of the notice, rising to £160 if paid within 28 days. If the penalty notice remains unpaid after 28 days, the Local Authority will consider a prosecution in the Magistrates Court. Please note that penalty notices are issued per parent/carer per child so a family of two parents and two children will receive 4 penalty notices. **If the absence exceeds 20 days, your child's name may be removed from the school roll and you will have to reapply for a place on your return.**

The Headteacher will consider the reasons for the request carefully, taking into account the effect on the continuity of your child's learning and your child's overall attendance rate, and then may authorise up to five days of absence. The Headteacher will notify you, via the office, of the decision within five working days of receiving your written application.

Leave of absence, for exceptional circumstances, will not be granted if additional leave is taken as holiday either side of this time. Proof of flights or other documentation supporting the request must be produced if asked for.

Monthly Attendance Letters

Monthly letters are automatically produced and sent to all parents whose children are late 4 times or more in a month. Monthly letters will also be produced to all parents whose child has an attendance below 90%, and for those between 91-94%. These letters will continue to be sent until the attendance is above 94%. Please be aware that this may take quite a few months.

Surrey Attendance Advice Officer (previously Education Welfare Officer)

The Surrey Attendance Advice Officer monitors the attendance of all children on a regular basis. They may contact parents if children are consistently late or there are concerns about attendance.

SCHOOL PENALTY NOTICE FINES FROM AUGUST 2024



The following changes will come into force for Penalty Notice Fines issued after 19th August 2024

1

FIRST OFFENCE

The first time a Penalty Notice is issued for term time leave or irregular attendance the amount will be:

£160 per parent, per child if paid within 28 days. Reduced to £80 per parent, per child if paid within 21 days.

2

SECOND OFFENCE (WITHIN 3 YEARS)

The second time a Penalty Notice is issued for term time leave or irregular attendance the amount will be:

£160 per parent, per child to be paid within 28 days. No reduced rate will be offered.

3

THIRD OFFENCE AND ANY FURTHER OFFENCES (WITHIN 3 YEARS)

The third time an offence is committed for term time leave or irregular attendance a Penalty Notice will not be issued and the case will be presented straight to the Magistrates' Court. Magistrates'; fines can be up to £2500 per parent, per child. Cases found guilty in Magistrates' Court can show on a Parents future DBS certificate, due to failure to safeguard a child's education.

10 SESSIONS (5 DAYS) OF UNAUTHORISED ABSENCE IN A 10 WEEK PERIOD

Penalty Notice Fines will be considered when there has been 10 sessions of unauthorised absence in a 10-week period.



HAPPY SCHOOL BAG COLLECTION

TUESDAY 5 MAY

Drop-Off: 8:30 - 9:00am
Front & Back School Gates

What You Can Donate


-  **Clothing** 
-  **Shoes** 
-  **Bags & Belts** 
-  **Hats & Scarves** 
-  **Jewellery & Perfumes**

Please Do NOT Donate

-  **School Uniforms**
-  **Toys & Books** 
-  **Duvets & Pillows**
-  **Carpets & Curtains** 
-  **Bric-a-Brac** 

Turn Unwanted Clothes into Funds for Our School!

Your donations will be reused & our school earns money by the weight collected!

Thank you for supporting the Friends of Westfield PTA! 



SPRING UPDATE 2026



It has been a busy time in the Wild Garden, clearing an overgrown area and preparing a raised bed for planting.

The funds we received from WeAct have enabled us to buy compost and items the children will use in the garden.



The shed has been tidied and organised to help teachers easily find the resources they need for the class garden visits.

The daffodils planted in November are in full flower on the school field. Thank you to everyone who helped plant them.

Details of the next Garden Event below.

Garden Event

Friday 24th April
3-4PM

COME AND JOIN US IN THE
WILD GARDEN TO SEE WHAT
WE'VE BEEN DOING AND PLANT
A SEED TO TAKE HOME!



All Welcome - Child to be
accompanied by an adult



It all starts with... **ALL STARS CRICKET**

FUN-FILLED CRICKET COURSES
FOR ALL KIDS AGED 5-8

When Fridays 6:30pm-7:30pm
Where Westfield CC,
Greenmeads, Woking,
GU229QJ

 **Westfield Saints Cricket Club**
Est. 1875



SCAN TO SIGN UP

All stars
<https://ecb.clubspark.uk/Book/9c3adc89-05b5-4c1e-a443-79d2fff8bbe1?venue=WestfieldDistrictCricketSportsClub>



WESTFIELD SAINTS CRICKET CLUB

Play
Make friends
Learn new skills

DYNAMO'S CRICKET

Cricket for kids aged 8-11

When Fridays 6:30pm-7:30pm
Where Westfield CC,
Greenmeads,
Woking, GU229QJ



Sign up now!

Dynamo's <https://ecb.clubspark.uk/Book/360fa1b2-0524-4945-b64e-121cdf1f5698?venue=WestfieldDistrictCricketSportsClub>

WESTFIELD PRIMARY DATES FOR YOUR DIARY

Whilst we endeavour to keep the school dates fixed, we sometimes need to change these and ask for your support with amendments.

Monday	13th April	Summer term starts
Monday	13th April	African Explorer Workshop for Year R
Tuesday Wednesday	14th April-15th April	Bikeability level 1 for year 4
Wednesday Thursday	22nd April- 23rd April	Bikeability level 1 for year 4
Friday	24th April	10am Owls class assembly
Friday	1st May	10am Caterpillars class assembly
Monday	4th May	Bank Holiday—school closed
Friday	8th May	10am Dragonflies class assembly
Mon-Fri	11th-15th May	SATS week
Monday	12th May	Year 3 Weald & Downland museum trip
Friday	15th May	10am Ladybirds class assembly
Thursday	21st May	Year 1 trip to Windsor Castle
Friday	22nd May	10am Beetles class assembly
Mon-Fri	25th May—5th June	2 week half term
Thursday	11th June	Class photos and year 6 leavers photos
Friday	12th June	10am Bumblebees class assembly
Wednesday	17th June	Year 2 trip to Brooklands Museum
Thursday	18th June	Summer Fair
Friday	19th June	10am Butterflies class assembly
Mon-Fri	22nd—26th June	Year 6 activities week
Thursday	25th June	9-11am Sports day for years Reception, 1 & 2 NB: Reception sports day has moved to join years 1 & 2 on this day
Friday	26th June	10am Kingfishers class assembly
Monday	29th June	9-11am Sports day for years 5&6
Tuesday	30th June	Parents of children in Year 1 & 2 in September to meet new teachers in the hall 3.15-3.45pm

WESTFIELD PRIMARY DATES FOR YOUR DIARY

Whilst we endeavour to keep the school dates fixed, we sometimes need to change these and ask for your support with amendments.

Wednesday	1st July	Parents of children in Year 3 & 4 in September to meet new teachers in the hall 3.15-3.45pm
Thursday	2nd July	9-11am Sports day for years 3&4
Thursday	2nd July	Year 6 summer production 2pm
Thursday	2nd July	Parents of children in Year 5 & 6 in September to meet new teachers in the hall 3.15-3.45pm
Friday	3rd July	10am Woodpeckers class assembly
Friday	3rd July	Year 6 summer production 2pm
Monday	6th July	Wellbeing week dress up day
Thursday	16th July	Year 6 leavers BBQ 4-5.30pm. Children leave at 3.10pm and return at 4pm for the BBQ.
Friday	17th July	10.30am Year 6 leavers assembly
Friday	17th July	11.45am term ends for year 6
Friday	17th July	1.20pm term ends for years R-5