

Imagine...with all your mind, Believe...with all your heart, Achieve...with all your might.



Scotts Primary School
Bonington Road
Hornchurch
Essex
RM12 6TH

Telephone (01708) 457019
office@scotts.havering.sch.uk
Head Teacher: Mr R Kinnear
Deputy Head Teacher: Mrs J Taylor

04/09/2026

Dear Parents and Carers,

We hope you and your family have had a wonderful, restful summer break. We look forward to welcoming you back on Monday.

Summer Building Works & Facilities Update

Over the summer break, we have had significant building works taking place across the school. We are delighted to share that we now have a new reception area and new office spaces for staff, which will support the operational running of the school.

Unfortunately, not all building works have been fully completed yet, so please bear with us during this time as we finalise these improvements.

Important Note for Y2C (Mrs Collins): Due to the ongoing works, children in Y2C will be working in the studio from Monday. Pupils can enter via either the front or rear entrance in the morning, and they will need to be collected directly from the studio at the end of the school day.

Welcome to Our New Staff

We are delighted to welcome several new members of staff. Their experience, passion and dedication will be fantastic additions to Scotts:

- Natalie Combes - Year 6 Teacher
- Amber Colechin - Year 5 Teacher
- Emily Horsey - Year 4 Teacher (Wednesday - Friday)
- Joanne Shea - Reception Teaching Assistant
- Judith Idahosa - Reception Teaching Assistant
- Joanne Morgan - Technician / Teaching Assistant
- Kiran Chahal - Midday Assistant
- Ian Smith - Midday Assistant
- Tina Jones - Midday Assistant



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Teamwork & Exploration*

*Resilience
Creativity & Innovation*

*Uniqueness
Fairness & Compassion*

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- Shannon Burnell - Midday Assistant
- Claire Newman - Midday Assistant

Please feel free to say hello to them when you see them around the school!

Meet the Teacher

These sessions will take place in the school hall.

- Monday 14th September 2026 - Year 5 Meet the Teacher Session: 8:50 am
- Tuesday 15th September 2026 - Year 4 Meet the Teacher Session: 8:50 am
- Wednesday 16th September 2026 - Year 3 Meet the Teacher Session: 8:50 am
- Thursday 17th September 2026 - Year 2 Meet the Teacher Session: 8:50 am
- Friday 18th September 2026 - Year 1 Meet the Teacher Session: 8:50 am
- Monday 21st September 2026 - Year 6 Meet the Teacher Session: 8:50 am

Working in Partnership

I would like to remind everyone of the importance of showing respect towards our staff. Staff at Scotts work extremely hard to provide the very best for all children, and we are proud of the dedication they show every day.

In the past, conversations about staff have taken place on WhatsApp groups and messaging platforms and I kindly ask that any concerns are raised directly with the school rather than discussed in these spaces.

School Uniform, Equipment & Bags

We kindly remind all families that all children must adhere fully to our school uniform policy. Please ensure that your child comes to school wearing the correct uniform, including appropriate footwear.

- Children do not need to bring pencil cases to school as we will provide all necessary equipment for them to participate fully in lessons.
- All children, including Key Stage 2 (KS2) should only bring a Scotts book bag to school - no keyrings are needed.
- Children should only wear a standard analogue or digital watch to school. No other types of watches (such as smartwatches, fitness trackers with internet/messaging capabilities or camera watches) will be permitted in school.

Nut-Free Policy

We would like to remind all parents and carers that we are a nut-free school. Due to a number of children having severe allergies, please ensure that no products containing nuts (including peanut butter, Nutella, cereal bars with nuts, or certain baked goods) are included in your child's packed lunch or snacks.



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Attendance and Punctuality

Regular school attendance is vital for your child's educational progress, social development, and overall well-being. Every day of learning counts! Children should attend school every day unless they are extremely ill. If your child is too unwell to attend, please notify the school office (absence@scotts.havering.sch.uk) as early as possible on the first morning of their absence. Please include your child's full name and class.

Please avoid booking holidays during term time.

Travel, Parking and Road Safety

The safety of our pupils and respect for our local community are top priorities. Please ensure you give yourself plenty of time when travelling to school each day.

- We strongly encourage families to walk, scoot or cycle to school whenever possible. It promotes healthy habits and reduces traffic congestion around the school gates.
- If you drive, please drive with care and park considerately. No one should park on double yellow lines or block local residents' driveways.

Mobile Phones & Walking Home

Children do not need a mobile phone for school. As a school, we are actively working towards becoming a smartphone-free school in the future. If you feel it is necessary for your child to bring a phone to school, we encourage that it is a basic phone rather than a smartphone.

We would also like to clarify what "walking home alone" actually means. Walking home alone applies only to year 6 pupils who walk the entire journey home independently without adult supervision. If you collect your child from outside the school gate or meet them nearby, they are accompanied and do not need a mobile phone.

If your child walks home completely independently and requires a mobile phone from the autumn term onwards, you must complete a Mobile Phone Permission Slip. This form can be downloaded directly from our website on our [School Policies page](#). Please note that phones must be switched off and handed in at the start of the school day.

Homework

Homework will be set on a Monday and must be completed by the following Monday. This gives pupils a full week to organise their time and complete their tasks. We appreciate your support in encouraging regular study habits at home.



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School Times & Twilight Club

To help you plan your daily routines, please take note of our key timings:

- Gates open at 8:30 am and close at 8:45 am.
- School finishes at 3:15 pm and gates close at 3:30 pm.
- Twilight Club runs from 7:45 am in the morning and finishes at 5:55 pm in the evening. If you wish to register your child, please contact the school office on 01708 457019 or email twilight@scotts.havering.sch.uk

Have a wonderful weekend and we look forward to welcoming you all back to school on Monday.

Kind regards,

Mr Kinnear and SLT



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