

# LEOPOLD PRIMARY SCHOOL

## Hawkshead Road

Harlesden,  
NW10 9UR  
Tel: 0208 459 5654  
[www.leopoldprimary.co.uk](http://www.leopoldprimary.co.uk)  
Email: [admin@leopold.brent.sch.uk](mailto:admin@leopold.brent.sch.uk)  
Executive Headteacher: Miss Rachel Mollett



## Gwenneth Rickus

242-250 Brentfield Road  
Neasden, NW10 8HE  
Tel: 0208 961 5336  
[www.leopoldprimary.co.uk](http://www.leopoldprimary.co.uk)  
Email: [adminlgr@leopold.brent.sch.uk](mailto:adminlgr@leopold.brent.sch.uk)  
Executive Headteacher: Miss Rachel Mollett

12<sup>th</sup> September 2022

Dear Parents and Carers,

It has been lovely to welcome your children back to school after the summer break, and a very special welcome to our new reception and nursery pupils and parents! All the children have settled in well and are quickly becoming more familiar with the school and their class routines.

Breakfast club has started this week so if you would like your child to attend, please collect a letter from the office. Children will need to be dropped off at 8am. The school gates open every morning for children at 8.40am and are closed at 8.55 which is registration time. At the end of the school day, gates will open at 3.10pm and close at 3.30pm. Please collect your child promptly.

Key Stage 1 and 2 timetables will soon be available to parents. During the morning, Key stage 1 children are taught Phonics, English and then Maths. In key stage two, children are taught English, Maths and then Reading. Foundation subjects are taught in the afternoon for both Key Stage 1 and 2. In Reception classes, teachers are establishing new routines for the children to follow with learning taking place through continuous provision and planned carpet sessions throughout the day.

Homework will be set weekly on Fridays and will be due in the following Tuesday. This will comprise of a Maths and English task linked to the week's learning, weekly spellings and a times table activity. Additionally, there will be a half termly project linked to the term's learning. Homework will commence from Friday 16th September.

PE sessions for each year group are as follows:

Year 1: Monday  
Year 2: Tuesday  
Year 3: Tuesday  
Year 4: Thursday  
Year 5: Monday  
Year 6: Thursday

Please ensure your child has the correct PE kit for PE lessons. On PE days, children should come to school in their PE kit and will remain in it for that day. For health and safety, children must wear appropriate footwear for PE lessons, long hair must be tied back and earrings must be removed.

The school website is a fantastic place to find out information regarding the school and school activities. All parent letters and relevant information is stored within the "parents" tab of the website. Links to school letters will be sent via text message so please do ensure the office have your most up to date contact details.

Events happening this term include celebration of Black History month in October, Anti Bullying Week from 14th - 18th November, Children In Need fundraising on 18th November and celebrations for Diwali and Channukah.



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From this year, we also have a new leadership team in place at both sites. At Hawkshead Road, the new Head of School is Miss Seymour and the Senior Deputy Head Teacher is Ms Hussain. At the Gwenneth Rickus site, the two new Senior Deputy Head Teachers are Miss Melehi and Mrs Patel. Miss Mollett remains the Executive Headteacher and will work across both sites.

The first parent forum is on Thursday 22nd September at 9.30am for Hawkshead Road site and Friday 23rd September at 2:30pm for Gwenneth Rickus site. We will discuss the school improvement plan for this year, parent engagement and behaviour.

After half term, we will hold a parent conference fortnight which will give you the opportunity to come and see your child's teacher and look at their work.

Class assemblies start from w/c 19th September at 9am and parents are invited to come and watch.

Hawkshead Road	Gwenneth Rickus	Date
6 Mulberry	6 Willow	Thursday 29th September 2022
6 Hawthorn	6 Bonsai	Thursday 6th October 2022
5 Fern	5 Chestnut	Thursday 13th October 2022
5 Eucalyptus	4 Aspen	Thursday 20th October 2022
4 Sycamore	3/4 Cedar	Thursday 3rd November 2022
4 Hazel	3 Elm	Thursday 10th November 2022
3 Magnolia	2 Palm	Thursday 17th November 2022
3 Pine	2 Ash	Thursday 24th November 2022
2 Birch	1 Oak	Thursday 01st December 2022
2 Cherry		Thursday 8th December 2022
1 Holly		Thursday 12th January 2023
1 Olive		Thursday 17th January 2023

Should you have any queries or questions, please do not hesitate to contact the school.

Thank you for your continued support,

Your sincerely,  
Leopold Senior Leadership team

