



TROTTS HILL PRIMARY SCHOOL & NURSERY

Wisden Road, Stevenage, Herts, SG1 5JD

T: 01438 314189 | E: admin@trottshill.herts.sch.uk | trottshill.herts.sch.uk

Headteacher: **Mrs Liz Evans NPQEL**

Deputy Headteacher: **Mrs Ruth Kramer BA (Hons)**

4th September 2025

Dear Parents and Carers,

I hope you have all had a wonderful summer holiday and enjoyed some special time together as a family.

A very warm welcome to the new school year, and a particularly special welcome to all the new families and pupils who are joining our Trotts Hill community. We are delighted to welcome you to our school and hope that you and your children will quickly feel part of our happy and supportive community.

It was wonderful to see the school come alive again today. The children returned looking incredibly smart in their uniforms, full of enthusiasm and ready to begin another year of learning, friendship and discovery. There is always something special about the first day of a new school year, as we come together with a renewed sense of excitement and purpose.

During our welcome assembly, I shared the poem *People Need People* by Benjamin Zephaniah. Its message is a particularly fitting one for the beginning of a new school year, reminding us of the importance of friendship, kindness, helping one another and, above all, belonging. These values are at the heart of our Trotts Hill community and are something we will continue to nurture throughout the year.

Welcoming New Staff

We are delighted to welcome some new members to our staff team this term.

Mr Gascoyne and Miss Haywood have joined our teaching team, while Mrs Warden, Mrs Cakirgoz and Mrs Rotar have joined us as Teaching Assistants. We are also delighted that Mrs Hunter has taken on the additional role of Site Manager, alongside her existing responsibilities for OPAL and Forest School provision.

We are very pleased to have them as part of our team and I know that they will make a valuable contribution to school life.

Looking Ahead

During our INSET day, I shared with staff some of the exceptional feedback you gave in response to the end-of-year reports. It was wonderful to hear such positive comments about the school and our staff, and it gave us all a real sense of pride in what we achieve together.

As we look ahead to the new academic year, our key priorities are oracy, strong foundations, inclusion and personal development.

We want every child at Trotts Hill to develop the confidence to communicate their ideas, thoughts and feelings; build strong foundations for lifelong learning; feel genuinely included, valued and respected; and develop positive attitudes, resilience and independence.



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We will achieve this through high-quality teaching and learning, purposeful play, a rich and engaging curriculum, and the many opportunities our children have to develop beyond the classroom.

I am incredibly excited about the year ahead. We have a highly skilled, experienced and committed staff team, and following an exceptionally successful year last year, we are determined to build on this success. Most importantly, we want every child to thrive, feel happy and safe, and develop a genuine love of learning.

A Few Important Reminders

Start of the School Day

Reception to Year 6: School starts at 8.35am and registers close at 8.45am.

Nursery: School starts at 8.45am and registers close at 8.55am.

Please ensure that your child arrives on time, ready to start their day positively and promptly.

End of the School Day

The school day ends at 3.00pm. The gates will open shortly before 3.00pm for collection.

Attendance

Regular attendance is incredibly important and has a significant impact on children's learning, progress, friendships and wellbeing.

Holiday dates can be found on our website: Please remember that holidays should not be taken during term time. There is now a single national threshold for when a penalty notice must be considered by schools in England: 10 sessions (equivalent to 5 school days) of unauthorised absence within a rolling 10-school-week period.

If your child is absent due to illness, please phone or email the school office before 8.35am each morning, giving the reason for the absence. Your support in helping us maintain accurate attendance records is greatly appreciated.

Uniform and PE Kit

Children should have a PE kit in school at all times and should wear the correct school uniform every day. If your child is not wearing the correct uniform, you will be contacted by the school.

Learning & Progress

We will hold parent consultations in October, providing an opportunity for you to meet with your child's teacher and discuss how they have settled into the new academic year, as well as their learning and progress so far.

Please take some time to explore the class pages on our school website, where you will find the New to Year Group PowerPoints and useful information about the curriculum, learning and expectations for each year group. Teachers will continue to update their class pages throughout the year.

Celebrating Our Children

Our Celebration Assembly takes place every Friday, providing an opportunity to recognise and celebrate the wonderful achievements, efforts and contributions of our children. If your child has achieved something special, either in or outside school, please do email admin@trottskill.herts.sch.uk so that we can share their success with the school community.

We will continue to celebrate Star of the Week, Perfectly Presented and Home Learning Hero, Communication Champion alongside our attendance awards and house points. These celebrations are an



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important way of recognising the many different ways in which our children demonstrate our school values and contribute positively to school life.

Welcome Coffee Morning

We are holding a coffee morning for our new Nursery and Reception parents, as well as any other families who are new to our school.

Tuesday 15th September, 8.50am–9.30am

I look forward to welcoming you and having the opportunity to meet some of our new families.

Working in Partnership

We continue to have an open-door policy at Trotts Hill. We understand that circumstances can change and that there may be information about your child that you would like to share with us. If you would like to discuss anything with us, please contact the school office to arrange a telephone appointment with your child's class teacher, Mrs Kramer or myself.

Parents and carers are an important part of our school community, and your support and engagement make a real difference to your child's experience at school. By working together in partnership, we can continue to promote high standards of behaviour, positive attitudes to learning and the very best outcomes for our children.

Thank you for your continued support. I am very much looking forward to working with you and your children throughout what promises to be another exciting and successful year at Trotts Hill.

Kind regards,

Mrs Evans

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Mrs Evans
Headteacher



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