



# ABBOT'S LEA SCHOOL

Headteacher: Mrs Ania Hildrey, FCCT, B.Ed(Hons), M.Ed, NPQH, NPQEL



10 July 2026

Dear Families,

**Ref: Key Diary Dates – Term 1 (Tuesday, 1 September – Friday 23 October 2026)**

I am writing to share some exciting information about the activities and opportunities planned for the first term of the new school year, which begins for staff on Tuesday, 1 September 2026 (INSET day) and for students on **Wednesday 2 September 2026**.

This letter provides an overview of what to expect when we return in September and how we will continue working together to achieve the very best outcomes for every child.

We have a busy and exciting term ahead, with a range of initiatives, curriculum developments, enrichment activities and school improvement projects designed to support our students' learning, wellbeing and personal development.

We are incredibly proud of our welcoming, open-door culture and value the strong partnerships we have with families. We encourage families to join us for coffee mornings, assemblies and other school events whenever possible.

We also recognise that family life can be busy and that work commitments, caring responsibilities or your child's individual needs may sometimes make attending school events difficult. If this is the case for you, and you have ideas about how we can help you feel even more connected to our school community, please do not hesitate to get in touch.

We are always keen to hear your suggestions and work together to find ways to strengthen our partnership with you.

Lastly, please note that Thursday, 20 August is GCSE Results Day, and phone calls will be made to students who took GCSE examination this year. Those calls will be made between 9am and 10am. Good luck to you all!

| Date                  | Activity                                                                                                                                                                                                                                                                                                                                                                        | Notes                                                                                                            |
|-----------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|
| Tuesday 1 September   | <b>INSET DAY</b>                                                                                                                                                                                                                                                                                                                                                                | <b>INSET DAY</b> - School is closed to students                                                                  |
| Wednesday 2 September | School re-opens to students - 9am                                                                                                                                                                                                                                                                                                                                               | Please see information below about transport arrangements                                                        |
| Friday 4 September    | <p>Weekly open assemblies led by Mrs Tobin (Deputy Headteacher), Mrs Cartwright (Assistant Headteacher for Primary Department) and Mr Mason (Assistant Headteacher for Secondary Department)<br/>Assembly times:</p> <p>9.30 – 10.00am Assembly 1 and stay and play<br/>10.00 – 10.30am Assembly 2<br/>10.30 – 11.00am Assembly 3</p> <p>Coffee morning:<br/>9.30 - 10.30am</p> | <p>Please see below for information about assemblies</p> <p>This assembly will be led by the Leadership Team</p> |
| Monday 7 September    | From today onwards, your child (where able) will be screened for visual stress in school                                                                                                                                                                                                                                                                                        | Please see information below                                                                                     |
| Monday 7 September    | Where appropriate, from today onwards, students new to Abbot's Lea School will be assessed in phonics/reading and maths                                                                                                                                                                                                                                                         |                                                                                                                  |
| Friday 11 September   | <p>Weekly open assemblies led by Mrs Tobin (Deputy Headteacher), Mrs Cartwright (Assistant Headteacher for Primary Department) and Mr Mason (Assistant Headteacher for Secondary Department)<br/>Assembly times:</p> <p>9.30 – 10.00am Assembly 1 and stay and play<br/>10.00 – 10.30am Assembly 2<br/>10.30 – 11.00am Assembly 3</p> <p>Coffee morning:<br/>9.30 - 10.30am</p> | The assemblies today will be led by the Leadership Team and we are excited to launch our HOUSE SYSTEM            |
| Friday 18 September   | Weekly open assemblies led by Mrs Tobin (Deputy Headteacher), Mrs Cartwright (Assistant                                                                                                                                                                                                                                                                                         | <p>Assemblies led by:</p> <p>Assembly 1 – Botswana class team</p>                                                |

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|------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
|                        | <p>Headteacher for Primary Department) and Mr Mason (Assistant Headteacher for Secondary Department)<br/>Assembly times:</p> <p>9.30 – 10.00am Assembly 1 and stay and play<br/>10.00 – 10.30am Assembly 2<br/>10.30 – 11.00am Assembly 3</p> <p>Coffee morning:<br/>9.30 - 10.30am</p>                                                                                         | Assembly 2 and 3 – Christmas Island class team                                                                                          |
| Friday 25 September    | <p>Weekly open assemblies led by Mrs Tobin (Deputy Headteacher), Mrs Cartwright (Assistant Headteacher for Primary Department) and Mr Mason (Assistant Headteacher for Secondary Department)<br/>Assembly times:</p> <p>9.30 – 10.00am Assembly 1 and stay and play<br/>10.00 – 10.30am Assembly 2<br/>10.30 – 11.00am Assembly 3</p> <p>Coffee morning:<br/>9.30 - 10.30am</p> | <p>Assemblies led by:</p> <p>Assembly 1 – Canada class team</p> <p>Assembly 2 – USA class team</p> <p>Assembly 3 – Samoa class team</p> |
| Friday 25 September    | European Day of Languages                                                                                                                                                                                                                                                                                                                                                       | Students will enjoy a range of activities celebrating languages spoken in other countries                                               |
| Wednesday 30 September | Liverpool Careers Fair at Anfield stadium for KS4 and 5 students                                                                                                                                                                                                                                                                                                                | Please ensure your child is in smart uniform, as they will have their photograph taken before leaving school for the visit              |
| Wednesday 30 September | School photographs                                                                                                                                                                                                                                                                                                                                                              | Please ensure all students wear smart uniform                                                                                           |
| Friday 2 October       | <p>Weekly open assemblies led by Mrs Tobin (Deputy Headteacher), Mrs Cartwright (Assistant Headteacher for Primary Department) and Mr Mason (Assistant Headteacher for Secondary Department)<br/>Assembly times:</p> <p>9.30 – 10.00am Assembly 1 and stay and play<br/>10.00 – 10.30am Assembly 2<br/>10.30 – 11.00am Assembly 3</p> <p>Coffee morning:<br/>9.30 - 10.30am</p> | The assemblies today will be led by the Leadership Team and will focus on ADHD awareness month                                          |

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|-----------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Friday 9 October                              | <p>Weekly open assemblies led by Mrs Tobin (Deputy Headteacher), Mrs Cartwright (Assistant Headteacher for Primary Department) and Mr Mason (Assistant Headteacher for Secondary Department)</p> <p>Assembly times:</p> <p>9.30 – 10.00am Assembly 1 and stay and play<br/>10.00 – 10.30am Assembly 2<br/>10.30 – 11.00am Assembly 3</p> <p>Coffee morning:<br/>9.30 - 10.30am</p> | All assemblies today will be led by Malawi class team and will focus on Black History Month                                                                                     |
| Friday 9 October                              | World Mental Health Day                                                                                                                                                                                                                                                                                                                                                            | A range of activities to learn about our mental health will take place in classrooms                                                                                            |
| Wednesday 14 October                          | Functional Skills online information session 4.30 - 5pm for families of students in KS4 and 5                                                                                                                                                                                                                                                                                      | Please click on the TEAMS link <a href="#">here</a> to join.                                                                                                                    |
| Friday 16 October                             | <p>Weekly open assemblies led by Mrs Tobin (Deputy Headteacher), Mrs Cartwright (Assistant Headteacher for Primary Department) and Mr Mason (Assistant Headteacher for Secondary Department)</p> <p>Assembly times:</p> <p>9.30 – 10.00am Assembly 1 and stay and play<br/>10.00 – 10.30am Assembly 2<br/>10.30 – 11.00am Assembly 3</p> <p>Coffee morning:<br/>9.30 - 10.30am</p> | <p>Assemblies led by:</p> <p>Assembly 1 – Leadership Team</p> <p>Assembly 2 – Leadership Team</p> <p>Assembly 3 - PNG</p>                                                       |
| Wednesday 21 October                          | DIVERSITY IN: belief                                                                                                                                                                                                                                                                                                                                                               | Students will remain in classrooms today and will explore different religious and non-religious beliefs and practices                                                           |
| Friday 23 October<br><b>CHANGE TO ROUTINE</b> | No assembly or coffee morning                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                 |
| Friday 23 October                             | One Page Profile morning                                                                                                                                                                                                                                                                                                                                                           | Your child's one page profile will be updated today and will be posted on EFL, we welcome you to feedback any additions or changes you wish to make via email to the class team |

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|-------------------|-----------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Friday 23 October | Halloween party<br><br><b>Non-uniform day</b> | Our KS5 students will organise a Halloween party for all other students in the school. Students may dress up in Halloween themed costumes. Please note that, despite the nature of this celebration, all outfits must be suitable for a school setting and bear in mind that we have students as young as 3 in our school. No face masks.<br><br><b>Where possible, please bring a voluntary contribution of an item of chocolate or a bottle which will be used during our Christmas Fair next term</b> |
| Friday 23 October | Term ends at 3pm                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |

## Transport Arrangements

### SEN transport

Some students may be entitled to SEN Transport, typically via minibus.

If you wish to apply, please do so as soon as possible using the link [here](https://liverpool.gov.uk/hometoschooltransport)  
<https://liverpool.gov.uk/hometoschooltransport>

### Transport and Site Safety

The start and end of the school day are the busiest and highest-risk times on site. To ensure safety, please follow these expectations:

- There is no “right of way” for vehicles or pedestrians
- All vehicles must move slowly
- Follow all instructions from the Transport Team
- Use pathways and crossings – do not walk across the driveway
- Wait for direction before crossing
- The entire site (including vehicles) is non-smoking and non-vaping

### Morning Arrangements

- Gates open at **8:30am**
- Transport Team begin duty at **8:40am**
- Staff welcome students from **8:45am**
- Vehicles must use the main driveway (no access to staff car park)
- Students and families/transport staff must remain in vehicles until staff arrive
- Staff will come to the vehicle to collect students
- Please remain in your vehicle and be ready to move when directed

## **Afternoon Arrangements**

### **Families collecting students:**

- Gates open at **2:30pm**
- Transport Team will take names and notify class teams
- Students will be brought outside (or leave independently where appropriate) from **2:30pm**

### **Vehicles (cars, taxis, minibuses):**

- Gates open at **2:30pm**
- Follow directions to park in designated areas
- Names are recorded and shared with staff
- Family collections begin from **2:30pm**
- Taxi/minibus collections begin from **2:45pm**
- Students must be supervised when moving to vehicles

All students must leave site by **3:00pm**.

## **Assemblies**

Assemblies are facilitated by Mrs Tobin (Deputy Headteacher), Mrs Cartwright (Assistant Headteacher – Primary Department) and Mr Mason (Assistant Headteacher – Secondary Department). They provide an important opportunity for our school community to come together, celebrate achievements, develop understanding of key themes and values, and promote student leadership.

As part of our commitment to listening to student voice, we have planned our assembly programme based on feedback from the Student Council. Students told us they would like:

- More opportunities to hear from external speakers
- Opportunities for older students to deliver assemblies to younger students
- Greater involvement from leadership groups such as Head Students, Buddies and the Student Council

In response to this feedback:

- Our Leadership Team will organise a range of external speakers throughout the year
- Every Key Stage 4 and 5 class will have the opportunity to deliver an assembly to Key Stage 3 students once during the year
- Student leadership groups will play a greater role in planning and leading assemblies

Each week a different class/team will contribute to the assembly programme. When your child is due to lead an assembly, we will contact you in advance to let you know.

Assemblies will take place at the following times:

**Assembly 1 – 9:30am–10:00am**

- Spain, Cape Verde, Seychelles, France, Ireland, Wales, Portugal, Mozambique, Italy, Madagascar, Botswana, Canada

**Assembly 2 – 10:00am–10:30am**

- USA, Brazil, Peru, Kenya, New Zealand, Australia

**Assembly 3 – 10:30am–11:00am**

- Papua New Guinea (PNG), Samoa, Tasmania, Christmas Island, Fiji, Malawi

If your child chooses to leave the assembly before the end, you are warmly invited to leave with them and take part in a focused **Stay and Play** session.

Stay and Play sessions will be led by a different class team each week and will take place in the **Conference Room** or, where weather permits, in the school grounds. We will endeavour to use the outdoor areas whenever possible, even in light drizzle, so we kindly ask families to dress appropriately for the weather.

Whilst many families enjoy our stay and play, our aim is to try as hard as possible to keep your child in assembly.

**Visual Stress Information**

What is Visual Stress?

Visual stress is the experience of unpleasant visual symptoms when reading, especially for long periods of time. Symptoms include illusions of shape, movement and colour in the text. It can also include distortions of the print, loss of clarity and general visual irritation. It can cause sore eyes, headaches and frequent loss of place when reading. It is caused by the striped effect of black writing on white paper which causes over stimulation and excitation of the visual cortex. Visual stress, if identified, is also known as “Meares-Irlen Syndrome” or “Scotopic Sensitivity Syndrome”. The condition, if diagnosed, will always be present and there is no life-long cure. However, the symptoms can be eased by the use of an overlay and this is why it is key to screen and support the child affected by it.

What is a coloured overlay?

A coloured overlay is a transparent sheet of coloured plastic that can be placed over a page so as to colour the text. The sheet enables some people to read more fluently with less discomfort and fewer symptoms of Visual Stress. Your child’s results, once the class team have completed the screening, and if the syndrome appears to be present, the Class Teacher will contact you to share their findings and to discuss strategies that will be used in class and others that you may wish to consider at home.

**Curriculum Information**

We want to remind families that all of the curricular information is available to view on our website: under Our Students tab: <https://www.abbotsleaschool.co.uk/students/>

Specific Schemes of Works can be viewed here:  
<https://www.abbotsleaschool.co.uk/curriculum-areas/>

## **Evidence for Learning**

Evidence for Learning is our platform for sharing with a family a student's learning and progress.

### **'My School Day' TAG**

The 'My School Day' TAG will be used at the end of each school day to provide families with a summary of the day's activities for the whole class.

If a specific student had a particularly noteworthy moment that day, there will also be individual updates for specific students shared with the families.

This will replace any other systems of feedback to families, such as emails, communication books, etc.

The reason we wish to make this change is to make sure that we capture all progress in one platform, and that we also simplify communication related to students' learning and progress across the school, making it a class team's, rather than just the class teacher's responsibility. After all, our support staff are an integral part of our expert team and they play a huge role in the students' day, their learning, progress and experiences. Our support staff are also here to share the workload related to a special school environment, and to assist the class teachers with the administrative load that comes from a highly personalised way of working. Lastly, as leaders of the school, we want to have a full insight into every child's record of progress and related communication with families, so that we can continue to quality assure that every family is receiving an equitable "deal" with regards to such reporting.

We know that overwhelming majority of families already use Evidence for Learning application. If you have not yet embraced it, or have any difficulties with the app, please reach out to our Reception Team on [reception@abbotsleaschool.co.uk](mailto:reception@abbotsleaschool.co.uk) or your child's class teacher and we will assist, as needed.

## **Attendance and punctuality**

At Abbot's Lea School we believe good attendance is vital for a student to reach their full potential.

Terminology used by the government:

PA = Persistent Absenteeism - less than 90% attendance

EPN = Education Penalty Notices - issued for unauthorised absences (including term time holidays)

### **Welfare checks:**

School will always need to speak to families on the first day of a student's absence. For extended absences we have a duty to see your child face-to-face and let them know we care about them.

### **What if my child can't attend?**

Report any absences (as early as possible) to the school office via telephone: 0151 4281161 or email: [reception@abbotsleaschool.co.uk](mailto:reception@abbotsleaschool.co.uk)

The school's phone lines are open from 8am each day.

### **Will I be fined?**

You may be fined if your child misses 10 sessions (morning and afternoon are separate sessions) within a 10 week rolling period. In addition, fines have now been capped nationally at TWO fines within any 3-year period. After this, other actions like a parenting orders or prosecution may be considered with a fine of up to £2500.

### **What if we are running late?**

If your child arrives at school after the register closes at 9.15am, the morning is considered an unauthorised absence. (\*please note - this does not include where the situation was beyond the family's control – we appreciate many families rely on the smooth running of SEN transport.)

### **Will I need to provide medical evidence?**

If your child is PA, or at risk of PA, we will ask you to provide medical evidence to ensure the absence is not unauthorised.

Every child matters; every day matters:

Both families AND school have a legal duty for school attendance. We understand that students can face barriers and so we have a duty to work together to overcome these barriers. This means open and honest information sharing, without judgement. Please reach out to us if you feel we could help you.

### **School uniform and personal presentation**

All students must wear a full school uniform (formal on the days with no PE, and PE uniform on the days when PE lessons take place).

Expectations related to the uniform and personal presentation, including hair, jewellery, etc can be found on our website under policy section:

[School-Uniform-Policy-2026.pdf](#)

Families are asked to adhere to the expectations and support their child with compliance.

I wish you and your family a lovely summer break.

Yours sincerely



Mrs E Tobin  
Deputy Headteacher