



# Garden Suburb Infant & Junior School

Childs Way • London • NW11 6XU

Infant Tel: 020 8455 8198 • Junior Tel: 020 8455 3269 • Website : [www.gardensuburbschools.co.uk](http://www.gardensuburbschools.co.uk)



Head Teacher: Mrs Eileen Bhavsar BA (Hons) MSc • Deputy Head Teacher: Mrs Lisa Berger BEd (Hons)  
Business Managers: Mrs Alexia Dobinson [officeinfant@gardensuburbprimary.co.uk](mailto:officeinfant@gardensuburbprimary.co.uk) Ms Andrea Bailey [officejunior@gardensuburbprimary.co.uk](mailto:officejunior@gardensuburbprimary.co.uk)

2<sup>nd</sup> October 2026

Dear Parents/Carers

It is with great sadness that I need to share with you that Sharon Barclay-Cairns, our FunTime Manager, who had been unwell for some time, passed away on Wednesday morning. Our thoughts and deepest sympathies are with Sharon's family, friends and colleagues at this very difficult time. Sharon was a much-valued member of our school community and will be greatly missed by us all. We know that this news will be upsetting for many members of our community. Further details will follow in due course about how we will remember and celebrate Sharon's contribution to our school community.

### **Reminder: Important Information about Fun Time After School Club**

Our after-school club, Fun Time, must close for two weeks due to compassionate reasons. The after-school club will be closed from **Monday 5th October until Friday 16th October**. It will re-open on Monday 19th October.

**Please note** that Fun Time breakfast club will remain open as normal during this time.

In addition, there will be no Fun Time holiday club during the half-term period (Monday 26th October to Monday 2nd November).

We understand this may cause inconvenience and appreciate your understanding during this time.

### **Curriculum Talks for Parents**

We will be holding the following meetings on the curriculum, including guidance on how parents can support their children at home. All parents are invited to attend their Year Group talk.

- **Curriculum Talk for Parents in Reception (Green and Red):**  
Wednesday 7<sup>th</sup> October 9:00am – 10:30am in the Infant Hall (**please note this will be a longer session than originally planned**)
- **Curriculum Talk for Parents Y1 (Yellow and Turquoise) and Y2 (Pink and Orange):**  
Friday 16<sup>th</sup> October 9:00am – 10:00am in the Infant Hall.

### **Class Assemblies - Save the dates**

I am particularly keen to provide more opportunities for children to showcase their talents and achievements during assemblies and for parents to come into school and celebrate these successes with us. This is a new initiative for Reception and Y1 and Y2 children.

**We are ensuring that plenty of notice is given, so that families can plan these dates into their busy calendars. Please make every effort that you can to attend your child's assembly.**

All classes will be presenting an assembly to their parents/Carers. Please see the Y1 and Y2 class assembly dates below.

**Parents invited to attend their child's class assembly at 2:45pm in the Infant Hall.**

| Y1 Class Assemblies                                      | Y2 Class Assemblies                                   |
|----------------------------------------------------------|-------------------------------------------------------|
| <b>Yellow Class:</b> Monday 16 <sup>th</sup> November    | <b>Orange Class:</b> Monday 30 <sup>th</sup> November |
| <b>Turquoise Class:</b> Monday 23 <sup>rd</sup> November | <b>Pink Class:</b> Monday 7 <sup>th</sup> December    |

Dates for the other year groups will be published next week.



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## School Uniform

Remember make very effort to ensure that your child is wearing the correct, clean school uniform.

**Please Note:** Leggings should only be worn under dresses, pinafores or skirts for warmth or instead of tights. Leggings should not be worn alone with a school polo top.

## Second Hand Uniform – give away! Monday 5<sup>th</sup> October between 3-4pm in the front playground

Thank you to Laura, Carmen and Rudelise for organising and clearing the uniform shed this week. We have a lot of unbranded items available free of charge

**There will be a branded uniform sale on Friday 16<sup>th</sup> October 3-4pm.**

## School Photographs

### Y3 - Y6

Individual school photograph proofs were sent home with the children today. Please check their bags.

### Reception, Y1 and Y2

The photographer will be in school on **Thursday 8<sup>th</sup> October** to take individual photographs. Please ensure that your child is in correct uniform, neat and tidy with long hair tied back. There will be no PE on this day.

## Assemblies and Curriculum Events

- **Y6 Suburb Quest:** As part of their Geography/History work on the local area, the children followed a route around Hampstead Garden Suburb to learn more about the architecture and history of the area since it was developed in early 1900. Y6 visited Central Square, Henrietta Barnett school, St Judes, Big/Little Woods and other points of interest along the way, taking note of any blue plaques.
- **National Poetry Day:** All classes focused on poetry today. We have also been using our oracy skills in our special poetry performance lesson to mark Oracy October. We would like the children to share a favourite poem with their class by learning some or all of it by heart. We look forward to listening to their poems over the next couple of weeks.
- **Talk on Tuesday:** As part of our focus on developing oracy skills, the theme, linked to Black History Month is:

**‘Who is a famous black figure that you find inspirational. Why?’**

Please encourage your child to discuss the theme at home, for example with the family at dinner time.

## Met Engage

Met Engage is a free platform from the Metropolitan Police that helps people stay informed about what is happening in their local area. It is a two-way communication tool, allowing you to receive updates, crime prevention advice, and information directly from your local neighbourhood policing team. If you are not already signed up, The Metropolitan Police are currently encouraging more people to join so that as many people as possible can stay informed and connected. You can sign up here: [Home Page - Met Engage](#)

## Health and Safety Notice: Scooters and Bikes

It is dangerous for children to scoot or ride their bike in the playground. Please supervise your children and help prevent an accident.



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## Parent /teacher consultations

Thank you to those parents who attended consultations this week. Please check your email for booking information for Wednesday 14<sup>th</sup> October if you have not yet booked a slot.

## Flu immunisation Forms

Flu immunisations will be taking place on Friday 9<sup>th</sup> October and Tuesday 20<sup>th</sup> October, as detailed in the email sent out earlier this week. Please ensure you complete their Flu Immunisation Form online to confirm whether you want your child to have it in school or not. It is vital a response is given for every child in school. Reminder of the link : <https://www.manage-vaccinations-in-schools.nhs.uk/consents/zYKE6DgQbg/flu/start>

Kind regards

Mrs Eileen Bhavsar  
Head Teacher

## School Communications and General Information

**Welfare Email:** [welfare@gardensuburbprimary.co.uk](mailto:welfare@gardensuburbprimary.co.uk)

Please use the above email for all welfare matters including attendance, absence requests, pick-up arrangements and school lunch.

**Admin Email:** [admin@gardensuburbprimary.co.uk](mailto:admin@gardensuburbprimary.co.uk)

Please use the above email for all Arbor matters, clubs, trips, payment queries and requests for letters

Mrs Gonzalez - will usually manage Infant queries (R, Y1 and Y2)

Mrs Alvares - will usually manage Junior queries (Y3,Y4,Y5,Y6)

Miss Jedrzejowska – supports with admin queries

**Office:** Please use the emails below for admissions queries, financial support and Benefit Related Free School Meals, as well as contacting a member of the leadership team, including the head teacher. Continue to direct queries to:

**Infants:** Mrs Dobinson - Infant School Business Manager Email: [officeinfant@gardensuburbprimary.co.uk](mailto:officeinfant@gardensuburbprimary.co.uk)

**Juniors:** Ms Bailey – Junior School Business Manager Email: [officejunior@gardensuburbprimary.co.uk](mailto:officejunior@gardensuburbprimary.co.uk)

## SEND/CO:

Our SENDCOs work closely together but they will continue to support the separate key stages.

**Infants:** Mrs Elia Email: [sencoinfant@gardensuburbprimary.co.uk](mailto:sencoinfant@gardensuburbprimary.co.uk)

**Juniors:** Mrs Goldman Email: [sencojunior@gardensuburbprimary.co.uk](mailto:sencojunior@gardensuburbprimary.co.uk)

To ensure that your queries are dealt with promptly, please label any emails as follows:

**Child's class, full name and reason e.g. 5G Zara Jones - Absence Request**

This will help to avoid a delay in responding to your query.



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**Emails for class Teachers (Y3-Y6): Please note:** due to teaching commitments, class teachers may not be able to view or respond to emails on the day that they are sent. Urgent messages and Reception -Y2 should go to welfare or the school office.

| Class Teacher                                                  | Email                                                                          |
|----------------------------------------------------------------|--------------------------------------------------------------------------------|
| <b>Year 3</b>                                                  |                                                                                |
| Ms N Aziz ( <b>Year Group Leader</b> )                         | <a href="mailto:3G@gardensuburbprimary.co.uk">3G@gardensuburbprimary.co.uk</a> |
| Miss P Bowry                                                   | <a href="mailto:3S@gardensuburbprimary.co.uk">3S@gardensuburbprimary.co.uk</a> |
| <b>Year 4</b>                                                  |                                                                                |
| Mr J Morrissey ( <b>Year Group Leader and Assistant Head</b> ) |                                                                                |
| Ms C James /Mrs Solden                                         | <a href="mailto:4S@gardensuburbprimary.co.uk">4S@gardensuburbprimary.co.uk</a> |
| Miss E Woods                                                   | <a href="mailto:4G@gardensuburbprimary.co.uk">4G@gardensuburbprimary.co.uk</a> |
| <b>Year 5</b>                                                  |                                                                                |
| Mrs K Margolis ( <b>Year Group Leader</b> )                    | <a href="mailto:5G@gardensuburbprimary.co.uk">5G@gardensuburbprimary.co.uk</a> |
| Miss J Jouhal                                                  | <a href="mailto:5S@gardensuburbprimary.co.uk">5S@gardensuburbprimary.co.uk</a> |
| Miss G Atkinson                                                | <a href="mailto:5J@gardensuburbprimary.co.uk">5J@gardensuburbprimary.co.uk</a> |
| <b>Year 6</b>                                                  |                                                                                |
| Mrs J Richter ( <b>Year Group Leader</b> )/ Miss H Buck        | <a href="mailto:6S@gardensuburbprimary.co.uk">6S@gardensuburbprimary.co.uk</a> |
| Miss J Quinn                                                   | <a href="mailto:6J@gardensuburbprimary.co.uk">6J@gardensuburbprimary.co.uk</a> |
| Miss N Fernando                                                | <a href="mailto:6G@gardensuburbprimary.co.uk">6G@gardensuburbprimary.co.uk</a> |

**Lone Travellers** - Parents need to complete a 'Lone Travelling' form if children are travelling to or from school without an adult. **This is only permitted for Y5 and Y6 pupils.** All Y5 and Y6 children will bring home a Lone Traveller form to complete on Thursday. Forms can be requested from Mrs Alvares [welfare@gardensuburbprimary.co.uk](mailto:welfare@gardensuburbprimary.co.uk) if arrangements change throughout the year.

## Mobile Phones

Most schools now are **not** allowing pupils to bring in mobile phones for safeguarding reasons. Exceptional circumstances will be considered for Y5/Y6 pupils and a request should be put in writing using our 'Mobile Phone Parental Request Form'. Smart phones with cameras and access to the internet will not be permitted.

## PE Kit – It is important you make a note of your child's PE days

When your child has PE, **they need to come into school wearing their PE kit.** They will wear it for the whole day. If you have not yet purchased the PE Kit, please ensure that your child wears plain blue coloured track suit bottoms (no branded kit). Our aim is that over time everyone will purchase the school kit, as they will get a lot of wear out of it.

|                  |                     |
|------------------|---------------------|
| <b>Reception</b> | Thursday            |
| <b>Year 1</b>    | Tuesday, Friday     |
| <b>Year 2</b>    | Tuesday, Friday     |
| <b>Year 3</b>    | Monday, Thursday    |
| <b>Year 4</b>    | Tuesday, Wednesday  |
| <b>Year 5</b>    | Wednesday, Thursday |
| <b>Year 6</b>    | Wednesday, Friday   |