



WOODLEA
PRIMARY SCHOOL

Woodlea Word

Autumn Term 1

4th September 2026

Welcome Back

Following two productive training days for the Woodlea Staff Team, it was a real pleasure to have the children back in school. They all looked so smart and were very well behaved. Thank you to all the parents/carers who remembered outdoor shoes for the children. Pupils without outdoor shoes are not allowed in the woods or the trim trail so they do need them. Staff also noticed many of the children brought unnecessary items into school – please can you ensure your child does not bring in any “toys” unless it is part of a class activity set up by the class teacher.

Outdoor areas including the Pond

Over the summer, a number of works took place to enhance the outdoor areas, including the repairing of areas around Brambles after school club and the junior block.

Through the use of School Fund donations, we were able to repair the pond and enhance it. Eco club and Gardening club will be working this term to add planting to enhance it further and bring wildlife in, although 3 types of dragon flies visited yesterday so nature is already moving in. Further works will be taking place to improve the outdoor area funded by School Fund and parent support. Thank you in advance to Mr Richards and his team for the work they have planned with Mr Cole. We are very lucky to have a supportive community.



Olive Dining

We would like to welcome our new Caterers Olive Dining to the Woodlea family. The children were very impressed with how the lunch was set up and most importantly seemed to enjoy the food. The salad bar was a big hit. Being able to select from a range of deserts also excited many. We look forward to building our relationship with Olive Dining to provide the high quality, tasty lunches for the children.



Events Calendar

Date	Event	Details
05.09.2026	Reception Group A 8.50am until 11.30am	Please refer to induction letter
07.09.2026	Reception Group B 8.50am until 11.30am	Please refer to induction letter
08.09.2026	Reception Group B 8.50am until 11.30am	Please refer to induction letter
09.09.2026	All reception class in 8.50am until 11.30am	Please refer to induction letter
10.09.2026	All reception class in 8.50am until 12.30am (lunch)	Please refer to induction letter
10.09.2026	Reception meet the teacher	6pm in the main hall. Please enter the hall via the hall doors at the end of the carpark
11.09.2026	All reception class in 8.50am until 12.30am (lunch)	Please refer to induction letter
17.09.2026	Meet the teacher	More details to follow
18.09.2026	Badge Holders Assembly	Year 6 Only More details to follow
25.09.2026	Open morning	9.30am for Reception 2027 prospective parent. Contact the office to book.

St Pauls Church Services

Sunday 6th September - 11.30am Footsteps Family Service - a short and informal service especially suitable for younger families, though everyone is welcome to join us

Sunday 20th September - 10am All Age Service - our whole church family worshipping together, with refreshments in the Church Room after the service.

School Uniform

Our current school uniform supplier can be found here.

Please check with your class rep if you require second hand uniform.



Weekly Communication

All – Welcome Back – Year 1 – 6
Year 6 – Oxted Open Evening

Universal Credit

Did you know that the school receives extra funding for every child that is entitled to universal credit? If you are entitled to universal credit, please do make sure that you come and make us aware in the school office. This means that we can access more funding for the school and for your child. To check eligibility click the link below

[Free School Meal Eligibility Checker](#)

Lunches



Please update
Arbor every day,
even if your child
has packed
lunches

Menus are available on – Autumn 26
[Woodlea School Website](#)



Unfortunately, the 'pick for all future dates' option was removed by Arbor during an update and we have been told by them that 'new features in the meal section wouldn't support this.'. We have raised this as an issue with Arbor as we know that this made ordering lunches in advance so much easier for parents. We hope to hear back from Arbor very soon regarding this important feature.

Arbor Checklists:

- Check all meal payments are up to date:
Arbor – Payment
- Check all trip payments are up to date.
- Add any emergency contacts for your child.

For any how to guides please [click here](#).

Please remember for there is a 48-hour deadline for booking lunches.



Absences, medical appointments & sickness

If your child is absent from school or has a medical appointment, please email info@woodleatft.co.uk or leave a message on the absence line (01883 652358 option 1) before 9.10am. Please let us know their full name, class and reason; including any symptoms they may be displaying. We do need to hear from an adult each day a child is absent for safeguarding reasons. Please do not bring your child to school if they have been sick during the night. If your child has been sick or has an upset stomach, children should be off school for 48 hours following the last episode.

To avoid impacting your child's attendance ALL medical/dental/optician appointments should be booked outside of school hours where possible. Thank you for your co-operation.

Leave of Absence

As a school we are only able to grant a leave of absence, during term time, for exceptional circumstances. If you intend to take a leave of absence for your child, please collect a 'Leave of Absence' form from the school office and return the completed form for Mrs Gambier's consideration. Please note that the form should be given to the office prior to the period of absence.

Amazon Wish Lists

[Year 6](#)

[Year 5](#)

[Year 4](#)

[Year 3](#)

[Year 2](#)

[Year 1](#)

[Lambs](#)

[Outdoor
Learning](#)

[SEND/CO Items](#)