

SEPTEMBER 4TH 2026

SOUTHFIELD PARK



NEWSLETTER



Dear families

A very warm welcome back to you all. After all of the work getting ready over the summer, the school now feels complete again with the children back. It has been lovely to see them settling into their new classes. Next week, learning will get into full swing, and we hope that the children are already telling you all of their news from the classroom. Families of children in Year 1 – 6 have the opportunity to come in next week on Tuesday 8th September to meet their class team. More details can be found later in the newsletter.

A very special welcome to our new Reception children and their families. I know the whole community will make you feel welcome and part of the Southfield Park family very quickly. The children have been having fun this week and are already getting used to their new environment. They will be full-time before we know it! Well done to everyone for all of the hard work that has gone into preparing your children (and yourselves!) for this big week.

Well done for remembering that the school day now starts at 8:45am and that children should now be dropped off between 8:35am and 8:45am. Registers will be taken promptly and lessons now start at 8:50am.

We look forward to seeing as many of you as possible on Tuesday.

With best wishes for the weekend,

Sally Smith

Dates for your diary...

Mon 7th Sept

- Clubs Start
- Reception children in and home at 12pm

Tues 8th Sept

- Reception children in and stay for lunch (home at 12.30pm)
- Meet the Teacher (Yr 1-6) 9-9:30am
- SEND support at Southfield Park information session 9-9:30am

Wed 9th Sept

- Reception children in and stay for lunch (home at 12.30pm)

Thur 10th Sept

- Reception in full time



● Leadership Team

We pride ourselves on making our team available to you. Our leadership team can be found at the gates and in the playgrounds at the beginning or end of the day, or you can contact us via the school office.

Mrs Mary Ellen McCarthy	Executive Principal
Mrs Sarah Kober	Deputy Executive Principal
Mrs Sally Smith	Headteacher
Mrs Fran Foley	Deputy Headteacher
Mrs Becky Robinson	EYFS and KS1 Leader (Year R – 2)
Mrs Becky Newman	KS2 Leader (Year 3 – 6)
Mrs Emily Stokes	Interim Inclusion Lead

● Classroom Teams

Please take a moment to refresh your memory regarding classroom staff and class names.

	Old Class	New Class	Class Teacher/s		Support Staff
Rec	Mix on entry	RC RF	Miss Emily Camfield Miss Ellie Fox	Mrs Lizzi Hyett (née Miss Fraser)	Mrs Daiga Leitane Mrs Jackie Oakley Miss Courtney Bell Mrs Lynne Halsberry
Year 1	RC RF	1CR 1HM	Mrs Becky Robinson and Miss Lauren Cunniffe Mrs Fay Hall and Mrs Jenny McDonald		Mrs Anita Leung Mrs Karen Wellard
Year 2	Mixed Mixed	2GR 2D	Mrs Emily Greenacre and Mrs Hannah Root Miss Emily Dawson		Mrs Helene Lebas
Year 3	2GR 2D	3A 3S	Mrs Lauren Andrews Miss Maddie Smith		Mrs Laura Faure Miss Kelly Wilkinson
Year 4	3F 3A	4K 4D	Mrs Emma Kirk Mrs Bea DaCosta		Miss Gemma Carter Mrs Jo Zygiert-Kan
Year 5	Mixed Mixed	5S 5R	Mrs Poppy Savvidou Miss Laura Robins		Mrs Sarah Kazi Mrs Ayesha Javed
Year 6	5BS	6S	Miss Fenella Saunders		Miss Kelly Reece
	5S	6N	Mrs Becky Newman		Miss Zoe Bell

Higher Level Teaching Assistants:

Miss Claire Cobban
Mrs Pam Drake
Miss Lauren Cunniffe

Pastoral Team:

ELSA: Miss Lucy Radcliffe
Home School Link Worker: Miss Nabihah Ahmed

Admin team:

Miss Emma Felgate (Office Manager)
Mrs Lindsey Gear (Office Assistant)
Miss Toni Warner (Office Assistant)

Instagram

Don't forget that you can follow us on Instagram to keep up to date with news, events and learning:

@southfieldparkprimaryschool



● Communication

If you wish to contact a member of staff, please do so via the school office info.southfieldpark@lumenlearningtrust.co.uk with FAO (staff member) in the subject line. The office staff will ensure it goes to the staff member promptly during their working hours and at a time they can give it their full attention. This also supports the leadership team to have oversight of queries and concerns which may require a whole-school consideration regarding practice and provision. Please be assured that any communication going to the office will be treated in confidence.

● Dates and Reminders

Below you can find a list of key dates for the Autumn Term. There will be a few extra dates to add in once the Friends have finalised their events. Looking ahead to this term, some key dates for diaries are **Open Classrooms on 13th October 9.00-9.30** and **Parent Consultations on 23rd and 24th November**.

There are lots of opportunities to get involved and find out more about your child's learning this term: workshops, open classroom sessions, parent consultation evenings – we hope to see many of you there.

● Meet the Teacher for Years 1-6: Tuesday 8th September 9.00 and 9.20am (same session, repeated)

As you will have seen from the July newsletter, these important meetings will be taking place on Wednesday morning and will last approximately 10 minutes. The children will be in an assembly and will then have a short playtime, allowing you time to pop into classes without them to find out more about the year. There will be two sessions, at **9:00** and **9:20am** so if you have more than one child in the school, you can drop in to both. Please come in via your child's classroom door (or through the main office door for junior classes on the 'bike shed' side).

Reception families, look out for a newsletter from the staff team next week with information and dates about your children's term.

● Catch up with a coffee



After open classrooms, you would be most welcome to join our SENDCo, Mrs Emily Stokes, and our Home School Link Worker, Miss Nahibah Ahmed, for a coffee and a chat in the Eureka Room at 9:30am. It is a chance to catch up informally but if you would like a more detailed meeting about your child, you are welcome to get in touch with the school office.

● Reception 2027

No sooner have we welcomed our new Reception children to school than we turn our attention to next year's joiners! If you have a child who was born between **1st Sept 2022 and 31st August 2023** then they will be eligible for a Reception place in September 2027. As you can see from our dates List, our tours for prospective parents and Stay and Play are already in the diary; to book your place please email info.southfieldpark@lumenlearningtrust.co.uk.

Please share this information with your friends and neighbours who might also be looking for a school place for next year. Further information about the application process can be found on the Surrey County Council website.



Southfield Park Primary School

OPEN EVENTS FOR RECEPTION 2027 ADMISSION

COME AND VISIT OUR BEAUTIFUL SCHOOL!

Stay & Play Drop In Session:
Saturday 10th October 10:00-12:00

Open Mornings with a tour:
Monday 14th September 9:15
Monday 5th October 9:15
Friday 6th November 9:15
Monday 23rd November 9:15
Friday 8th January 9:15

TO BOOK

www.southfield-park.surrey.sch.uk | info.southfieldpark@lumenlearningtrust.co.uk | Southfield Park Primary School, Long Grove Road, Epsom KT19 8TF

● Spaces in other year groups

We have a handful of spaces across the school in different classes, which we are sure will not last long. If you know of anyone who might be interested, we would be very happy to give them a tour and talk through the process. They can email the office info.southfieldpark@lumenlearningtrust.co.uk or give us a call on 01372 743104.

● What's going on at the front of the school?

You may have noticed the scaffolding appear on the front of the school building this summer. We have been having some work done on the beams that run into the hall and most noticeably, the large, curved beam over our entrance has been replaced. We are very pleased to have hung on to this important part of the school's identity and to see it secured for the future. There is still some work to be completed and you may see contractors on the school roof finishing off. There should not be any disruption to access but we will keep you informed.



- **Year 6 Walkers and Mobile Phones**

Year 6 children may walk to and from school on their own, and on days that they are walking are welcome to bring a mobile phone to school. These will be locked away for the whole school day and will be returned to the children at dismissal. If your child is walking unaccompanied, please talk to them about being present to their surroundings and aware of traffic. We must have written permission for your child to walk to and from school. In the darker months, between October half term and February half term, children should not walk home from after school clubs unaccompanied.

Children in other year groups are not permitted to walk to and from school unaccompanied and should not bring mobile phones to school.

- **Achievements Outside of School**

We know many of our children have busy lives outside of school and take part in a range of different activities. If you'd like us to help celebrate a particular achievement by your child e.g. football trophy, swimming badges, gymnastic success, music grades achieved, etc, please email some information about it to info.southfieldpark@lumenlearningtrust.co.uk we'll put it in the newsletter for everyone to enjoy.

Our newsletters are now fully 'face-free' so we won't be able to publish any photos.

● Parenting Puzzle

This term, Home Start Epsom, Ewell and Banstead will be running a 10 week Parenting Puzzle course at Epsom Downs Family Centre from 17th September. The course supports children's emotional health and guides parents towards Positive Parenting strategies that build confidence, cooperation and independence. It introduces strategies to help parents manage difficult emotions and challenging behaviour

You can book a place by using the QR code or emailing **Lesley.Lane@hseeb.org.uk**



Feeling like parenting has become a battle?
We can help.

We are running a 10-week

Parenting Puzzle

course for Parents and Carers

Children can be rewarding, stimulating and fun, but looking after them can also be extremely challenging and stressful. This course introduces POSITIVE PARENTING strategies to encourage cooperation, communication, and bring some harmony back into the family home.

Where? Epsom Downs Family Centre St Leonards Rd, Epsom KT18 5RJ Free Parking	When? Thursday 17th September to Thursday 3rd December 2026 9:30am - 11:30am (no sessions during half term)
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To book
Register using the QR code or email Lesley Lane at lesley.lane@hseeb.org.uk to reserve your place

We ask a voluntary contribution of £10 towards the course book, but if you are experiencing financial difficulties, there are free places available - Just ask Lesley.



Home Start
Epsom, Ewell & Banstead
Including Mole Valley North





● School Lunch Reminder

Just a reminder from the school office that our school lunches are now provided by **Dolce**. Parents are required to register and order their child's meals through **SchoolGrid**. 

We strongly recommend that you **pre-order your child's meals**, which can be done up until **8:15 am on the day**. Pre-ordering helps our kitchen team prepare meals in advance and provide a more efficient service for the children.

You can order lunches:

- **Daily**, by 8:15 am
- **Weekly**, if preferred
- **For the whole term**, if you wish to plan ahead

Please note that if you do not pre-order your child's lunch, they will be provided with a **basic meal option**, such as plain pasta or a sandwich.

● Free School Meals

If your child is **eligible for free school meals** and you have **not yet completed the online application form**, please contact the school office as soon as possible.

The school needs to have your free school meal eligibility **approved by Surrey County Council** before we can add this to the SchoolGrid system and arrange your child's meals.

Thank you for your cooperation and for helping us ensure that the children receive their preferred meals each day.



- **Fennies School Readiness Evening – Thursday 22nd October.**

Is your child getting ready to start school?
Fennies Nurseries are hosting a School Readiness Evening on **Thursday 22nd October 2026**, giving local families the opportunity to find out more about preparing for the exciting transition to primary school. The evening will be a great chance for parents to:



It's a wonderful opportunity to feel informed, prepared and confident about your child's next big step!

 Thursday 22nd October 2026

For further information about the event, please contact Fennies Nurseries directly.

- **Attendance**

If you consider that there are exceptional circumstances relating to your request for a planned absence, please let the school have full details. Each application for a leave of absence will be considered on a case by case basis. Please complete the form on our website: [application-for-special-leave-for-children.392202764.docx](#)

- **Penalty Notices to Address Poor Attendance at School**

A Penalty Notice may be issued as an alternative to the prosecution of a parent/carers for their child's unauthorised absence from school (absence without the agreement of the school or not covered by a medical note) and will be used by Surrey County Council in the following circumstances :

1. Pupils identified by police and Attendance Advice Officers (formerly Inclusion Officers) engaged on Truancy Patrols and who have incurred unauthorised absences.
2. Leave of absence in term time (5 days or 10 sessions or more).

- **Please be aware that The School Attendance (Pupil Registration) (England) Regulations 2024 state that Headteachers may not grant any leave of absence during term time unless there are exceptional circumstances.**
- They may request that Surrey County Council issue Penalty Notices when the absence is not authorised.

Warnings will not be given where it can be shown that parents have been notified that such absences will not be authorised.

3. Finally, the issuing of a Penalty Notice will also be considered where it is judged that a parent is failing to ensure their child's regular school attendance.

This will be considered when a pupil has incurred 10 or more unauthorised sessions in the previous 10 school weeks, which may include a pupil arriving late after close of registration.

If you believe at any stage that your child's absence from school may leave you liable to receive a Penalty Notice, it is extremely important that you act without delay to secure their regular attendance.

If you have any questions or require further support to achieve an improvement in your child's attendance, please contact your child's school or the Attendance Advice Officer.

Penalty Notice relating to Exclusions

If a child is excluded from school, Section 103 of the Education and Inspections Act 2006 places a duty on parents/carers to ensure that their child is not in a public place without justifiable cause during school hours.

This duty applies to the first five days of each exclusion. Failure to do so will render the parent/carer liable to a Penalty Notice. (Alternative education provision will be made available from the sixth day of any exclusion.)

Amount Payable for a Penalty Notice and Consequences for repeat unauthorised absences

1. If you have not incurred a penalty notice relating to this child/children in a rolling 3 year period since 19 August 2024, then the penalty notice will be charged at the rate of £160.00, per parent/carers per child, if paid within 28 days. This will be reduced to £80.00 if paid within 21 days of receipt of the notice. Failure to pay the Penalty Notice will result in Surrey County Council considering legal proceedings against you in the Magistrates Court.
2. If you have incurred a penalty notice relating to this child/children since 19 August 2024, the rolling 3 year period will be activated from the date of the first penalty notice and the second penalty notice will be charged at the flat rate of £160.00, per parent/carers per child, if paid within 28 days. There will be no reduction for payment within 21 days. Failure to pay the Penalty Notice will result in Surrey County Council considering legal proceedings against you in the Magistrates Court.
3. If you have incurred 2 penalty notices relating to this child/children in the rolling 3 year period since the first penalty notice was issued, then you will NOT receive a third penalty notice – Surrey County Council will have no option but to consider a prosecution, per parent/carers per child, in the Magistrates Court under s 444 Education Act 1996.

Surrey County Council is not responsible for authorising pupil absence and therefore cannot withdraw any Penalty Notice requests without the written permission of the Headteacher.

Advice and support is available from an Attendance Advice Officer by contacting Surrey Attendance Service as follows :-

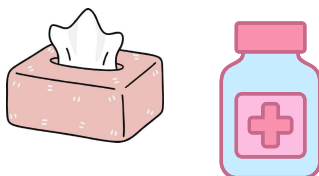
North West - Tel: 01483 518130 South West - Tel: 01483 517874
North East - Tel: 01372 833588 South East - Tel: 01737 737777

● SCHOOL OFFICE DONATIONS

Our School Office is running low on a few everyday essentials that help us care for our children throughout the school day.

If you are able to help, we would be incredibly grateful for donations of:

- Calpol (Infant & 6+)
- Piriton
- Boxes of tissues



These items are used regularly to support children who may be feeling under the weather or simply need a little extra comfort during the day.

If you are able to donate any of the above, please drop them into the School Office at your convenience. Every donation, no matter how small, is greatly appreciated and helps us ensure we have these important supplies available when they are needed most.

Thank you, as always, for your kindness, generosity and continued support.

● 🎨 Arts & Crafts & Sewing Clubs – Spaces Available! 🧵

Does your child love creating, making and trying new things? We still have spaces available in our popular Arts & Crafts and Sewing Clubs!

🎨 Arts & Crafts Club – Tuesdays

Years 1 & 2:

With Mrs Halsberry, 3.10pm–4.15pm

Years 3–6:

With Miss Carter and Miss Wilkinson, 3.20pm–4.20pm

A fantastic opportunity for children to get creative, learn new skills and have lots of fun!

🧵 Sewing Club – Thursdays

Our Sewing Club is now open to Years 3, 4, 5 & 6, running after school until 4.20pm.

✨ Spaces are limited, so don't miss out!

To book a place, simply select the relevant club through your Tucasi account, or speak to the school office for further information.

Come along, get creative and make something amazing! 🎨 🧵



Academic Year 2026-2027

Autumn Term 2026

- INSET days: Tuesday 1st and Wednesday 2nd September (school closed to children)
- Start of term: Thursday 3rd September 2026 (children return to school)
- INSET day: Friday 2nd October 2026
- Half term break: Monday 19th to Friday 30th October 2026 (two weeks)
- End of term: Friday 18th December 2026 (school closes at 1:30pm)

Spring Term 2027

- INSET days: Tuesday 5th January (school closed to children)
- Start of term: Wednesday 6th January 2027 (children return to school)
- Half term break: Monday 15 February to Friday 19 February 2027
- End of term: Thursday 25th March 2027 (school closes at 1:30pm)

Summer Term 2027

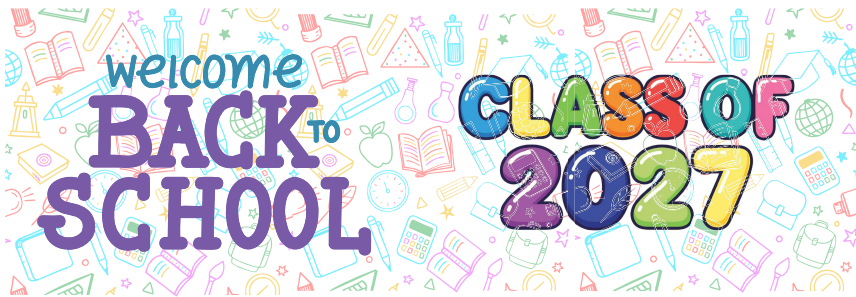
- Start of term: Monday 12th April 2027
- Half term break: Monday 31st May to Friday 4th June 2027
- End of term: Tuesday 20th July 2027 (school closes at 1:30pm)
- INSET days: Wednesday 21st and Thursday 22nd July 2027 (school closed)

04/09/2026

NEW!

FRIENDS.SOUTHFIELDPARK@LUMENLEARNINGTRUST.CO.UK

News from the Friends



Dates to save in
your diary for
fundraising
events

A few reminders

HOW TO HELP THE SCHOOL



Enter our lottery

Play your School Lottery for a chance to win up to £25,000!

The more tickets we sell, the bigger the local prize!

Tickets are just £1, and 76p from each goes to our school and prizes.

www.yourschoollottery.co.uk/lottery/school/southfield-park-primary-school

Donate while you shop
at no cost to you!



easyfundraising



Shop with 8,000+ online retailers and brands, which will donate to them for free. Plus, for a limited time, when 10 new supporters sign up, we'll get a bonus £10:

<https://join.easyfundraising.org.uk/friendsofsouthfieldpark/UFDVKI/s2s/jOGibRE4/SE929/>

Remember to name your belongings

easy2name

Easy2Name: Name labels and stickers
Get free postage + a contribution to the
Friends

Code: FR-SOUTHFLDPRK-16
<http://www.easy2name.com>

[STAMP]
tastic.

Stamptastic: Naming Stamps
Get £4.99 off the deluxe bundle + a
contribution to the Friends

Code: KT198TF
<http://bit.ly/STAMPKT198TF>

STIKINS®

Stikins: multi-purpose labels,
no sewing required
A contribution to the Friends

Code: 36381
<https://www.stikins.co.uk/>

SECOND HAND UNIFORM RAIL

Cardigan
Jumper
Dress

White P.E. T-Shirt
with school logo



Skirts
Shorts
Trousers

Tie
Hat
T-Shirt
Shirt



Pair of shoes
Any other accessory
House Coloured P.E.
T-Shirt



Please pick what you like and pay
with cash at the office or
in the PTA Postbox.



You can also contact the FRIENDS
to arrange a bank transfer, and ask for items
friends.southfieldpark@lumenlearningtrust.uk

Autumn Term 2026 Key Dates: Parents and Carers

Date	Time	Event
Tues 1st & Wed 2nd Sept	8:30	INSET days (school closed to children)
Thu 3rd Sept	8:35	First day of term for Years 1-6 DROP OFF NOW 8:35 – 8:45am. Gates close at 8:45am
Fri 5th Sept	9:15 – 11am or 1 – 2:45pm	Reception groups in 9:15 – 11am or 1 – 2:45pm
Mon 7th Sept	Various	Clubs start
Mon 7th Sept	AM	Reception children in and home at 12pm
Tues 8th and Wed 9th Sept	AM	Reception children in and stay for lunch (home at 12:30pm)
Tues 8th Sept	9 – 9:30 am	Meet the Teacher sessions (yr1 – 6)
Tues 8th Sept	9:30-10:30am	SEND Support at Southfield Park information session for parents and carers
Thur 10th Sept		Reception in full time
Mon 14th Sept	9:15am	Prospective Parent tour
Fri 18th Sept		New Reception classes set and parents informed
Mon 21st Sept		Reception children in fixed classes
Wed 23rd Sept	9am and 5:30pm	Reception parent/carers phonics and early reading information sessions
Wed 23rd - Fri 25th Sept		Year 4 Sayers Croft residential
Wed 30th Sept and Thur 1st Oct		Individual photos
Fri 2nd Oct		INSET DAY (school closed to children)
Mon 5th Oct	9:15am	Prospective Parent tour
Tues 7th Oct	9:15am – 12:15pm	EBSNA workshop for parents/carers (Emotionally Based School Non-Attendance)
Sat 10th Oct		World Mental Health Day
Sat 10th Oct	10am – 12pm	Prospective Reception families Stay and Play
Mon 12th – Fri 16th Oct	Wellbeing Week	
Tue 13th Oct	9 – 9:30am	Open Classrooms (All)
Wed 14th Oct	9:15am – 12:15pm	EBSNA workshop for parents/carers (Emotionally Based School Non-Attendance)
Wed 14th Oct	9:15am – 12:15pm	EBSNA workshop for parents/carers (Emotionally Based School Non-Attendance)
Fri 16th Oct	End of school	Break up for half term
Half Term Mon 19th Oct- Fri 30th Oct		

Autumn Term 2026 Key Dates: Parents and Carers

Mon 2nd Nov	8:35am	Children return to school
Wed 4th Oct	4:30pm	Relationship and Sex Education parent/carer information session
Wed 4th Oct	5:30pm	Early Maths Parent Meeting for Reception and KS1 parents/carers
Fri 6th Nov	9:15am	Prospective Parent tour
W/c 9th Nov	Bebras Computing Challenge	
Wed 11th Nov	Remembrance Day	
Thur 12th Nov	9:15am	Y2 Assembly to parents/carers
Fri 13th Nov	9:30 – 11:30	Craft Day for pre-schoolers in hall
Fri 13th Nov	pm	House Event: Anti-bullying Week
Thurs 19th Nov	EYFS and KS1 Road Safety Trips	
Friday 20th Nov	KS2 Road Safety Learning	
Sat 22nd Nov		Christmas Fair tbc
Mon 23rd Nov	9:15am	Prospective Parent tour
Mon 23rd Nov	15:00 – 18:30 16:00 – 18:00	Parent Consultations (all year groups)
Tue 24th Nov	15:00 – 18:30 16:00 – 18:00	Parent Consultations (all year groups)
Tue 24th Nov	AM	Nasal Flu Vaccines for Reception to Year 6
Mon 7th Dec	9:15 am	Year 2 and Year 3 Christmas Performance to Year 3 parents
Tue 8th Dec	9:15 am	Year 2 and Year 3 Christmas Performance to Year 2 parents
Wed 9th Dec	9:15 am	EYFS and Year 1 Christmas Performance to Reception parents
Thur 10th Dec	9:15 am	EYFS and Year 1 Christmas Performance to Year 1 parents
Tues 15th Dec	10am	Phase 3 rehearsals at the Church
Wed 16th Dec		Christmas Lunch and Party afternoon – party wear or Christmas jumper

Autumn Term 2026 Key Dates: Parents and Carers

Thurs 17th Dec	10am	Phase 3 Carol Concert at the
Fri 18th Dec	Panto x2 (funded by Friends)	
Fri 18th Dec	1:30pm	Break up for Christmas Holidays



Southfield Park

Primary School



OPEN EVENTS FOR RECEPTION 2027 ADMISSION

**COME AND VISIT OUR
BEAUTIFUL SCHOOL!**

Stay & Play Drop In Session:

Saturday 10th October 10:00- 12:00

Open Mornings with a tour:

Monday 14th September 9:15

Monday 5th October 9:15

Friday 6th November 9:15

Monday 23rd November 9:15

Friday 8th January 9:15

TO BOOK



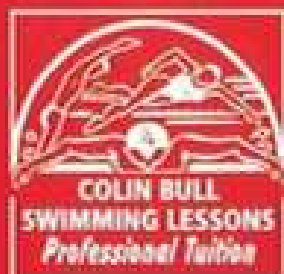
www.southfield-park.surrey.sch.uk



info.southfieldpark@lumenlearningtrust.co.uk



Southfield Park Primary School,
Long Grove Road,
Epsom KT19 8TF



SWIMMING LESSONS

QUALITY LESSONS FOR ALL AGES



**Downsend School
(Leatherhead)
and
Epsom College**

-  Qualified, experienced instructors
-  Evenings and weekends
-  Helpers in the water
-  Small groups with excellent results
-  Adult classes, all abilities
-  Aged 4 & above without parent
-  Aged 2½ and above with parent

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 cbswimming

