



CONCORDIA ACADEMY

Union Road, Romford, RM7 0HG
School contact number: 01708 932710
School email: info@concordiaacademy.co.uk

Thursday, 04 January 2024

Dear Parents and Carers

Welcome back to the new school term after a fantastic Christmas break. I hope that you and your children have had a chance to relax and enjoy some time together.

Have you moved house or changed your home/work/mobile numbers? If so, please update the Arbor Parent Portal as soon as possible.

We are continuing to transition over to the Arbor Parent Portal for all communications. We use this app to send out notifications to inform parents of any important information or when a letter or Dinner Menu has been posted on our website. It is vital that all parents have downloaded this app so that we can keep you up-to-date throughout the year

If your child has an allergy or new medical condition of any type, please inform the school office so that we can update our records and put any necessary measures in place. Concordia Academy does not permit nuts or bananas to be in school due to staff and pupil allergies and we ask that you are vigilant that items sent in for healthy snack and packed lunches do NOT contain these items.

All children are expected to be in full school uniform every day with the exception of PE days for some year groups. **As we are seeing large amounts of lost property, I must ask that all items of uniform are clearly labelled.**

After school clubs ended last term with the exception of the choir - new clubs and dates will be communicated in the coming weeks.

We would like to remind you that all children should arrive to school via the playground and no later than 8.50am. We have noticed an increasing number of children arriving late each morning which puts a lot of pressure on the school office and causes congestion. The playground gate is open from 8.40am until 8.50am, any child arriving after this time receives a late mark in the register which, depending upon the arrival time, could be an unauthorised mark. Children arriving late not only miss vital learning time but they also disrupt other children who have already started learning.



REACH2 Academy Trust, Henhurst Ridge Primary Academy,
Henhurst Ridge, Branston, Burton-Upon-Trent, DE13 9SZ
Tel: 01283 246433 – Web: www.reach2.org
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Company Number: 08452281 VAT Number: 220 8862 15





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Lost minutes= Lost learning!



Please allow plenty of time in the morning for traffic or any other unexpected issues which may arise.

Please remember that the beginning of term is a busy time for school staff and the office will be extremely busy. Any non-urgent enquiries should be sent to info@concordiaacademy.co.uk and will be responded to as soon as possible. If you require additional information or copy letters, please remember we have a school website www.concordiaacademy.co.uk where all letters and newsletters are available to view and download.

We look forward to welcoming you all bright and early tomorrow morning!

Yours Sincerely

Mr Akhtar
Headteacher



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