



Southglade Primary and Nursery School
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Headteacher: Mrs A Thomas (B.Ed. Hons)

RE: Move to Our New School Building – Key Information

Dear Parents and Carers,

Five years after we first wrote to you about this exciting milestone, the time has finally arrived for us to move into our new school building. Whilst we leave behind many happy memories in our current building, we are very much looking forward to welcoming our children into the new school after the Easter holidays and embracing the next chapter at Southglade Primary School.

We would like to take this opportunity to share some key updates with you and revisit our expectations.

Important Dates

Thursday 26th March will be our final day in the current school building.

School will then be closed to all pupils on the following dates as we prepare for the move:

- Friday 27th March – INSET Day
- Monday 30th March – Friday 10th April – Easter Holidays
- Monday 13th April – INSET Day
- Tuesday 14th April – INSET Day

First Day in the New Building

The first day for our children in the new school building will be **Wednesday 15th April**.

You will have already received separate communication outlining the start and end of day arrangements. Please ensure you familiarise yourself and your child with these ahead of the first day.

Expectations – A Fresh Start

As we move into our new building, we are taking the opportunity to reset and reinforce our high expectations. We are incredibly fortunate to have a brand new, multi-million-pound school, and we want all our pupils to feel proud to be part of our community.

As we adjust to a new environment and ways of working, children will be expected to conduct themselves appropriately at all times, demonstrating positive attitudes to learning and high standards of behaviour.

Southglade Primary and Nursery School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.



- **RESPECT Code of Conduct:**

Our RESPECT code underpins everything we do:

Responsibility – Empathy – Safety – Perseverance – Empowerment – Collaboration – Tolerance.

All members of our school community are expected to model these values in all aspects of school life.

- **High Expectations for Behaviour:**

Pupils are expected to maintain high standards of behaviour at all times to ensure a safe and positive learning environment for all. This includes speaking respectfully to adults and peers, moving safely around the school, playing cooperatively, and demonstrating positive attitudes to learning.

We will continue to recognise and celebrate those children who embody our values and show what it means to be a “True Southglader”.

- **Looking After Our New Building:**

We expect all members of our school community to take pride in our new facilities and treat them with respect. Please note that any deliberate damage or vandalism to school property will result in charges to parents, and suspensions may be considered.

We are incredibly excited about this new chapter and appreciate your continued support during this transition. If you have any further questions, please do not hesitate to contact the school.

Yours sincerely,

A. Thomas

Mrs Alison Thomas

Headteacher

FAQs about the transition to the New School

Question	Answer
Which entrance can I use?	Details about entrances have been shared in previous communications. There are three entrances to the school site: one on Beckhampton Road and two along the side path. Please note that there are steps when accessing the EYFS and KS1 classrooms from the top entrance gate. Parents and carers may use any entrance at the start and end of the school day. During the school day, only the Beckhampton Road entrance will be in use. Staff will be available on site during the first few days to guide you.
Where do I collect my child?	Collection arrangements remain as outlined in the previous letter. Please follow the designated collection points for your child’s year group. Staff will also be available during the first few days to support you.
What should I do if my child is late?	All children are expected to arrive on time for school. Gates open at 8:35am and all children should be in class by 8:45am, ready to learn. Late arrival will result in delays to registration. After 8:45am, all children must enter via the Beckhampton Road gate. This gate will close at 8:50am. After this time, parents/carers will need to use the intercom to access the site and report to the main reception.

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Where will my child eat?	In the new school, there is a hall with an adjoining canteen where all children will have their meals. Breakfast club will also take place in this space.
Are there any new rooms in the school?	Yes, we are very fortunate to have a dedicated Creative Arts and Music Room, as well as a DT practical and cooking room. We will also have a new sensory room and additional group rooms.
When can parents look round?	Our first priority is to ensure that children (and staff!) are settled into their new routines. There will be opportunities for parents and carers to look around later in the summer term.
Can I ride my bike / E-scooter / scooter to school?	Unfortunately, during Phase 3, these are not permitted as there is no storage available on site. Please also note that bikes and e-scooters must not be ridden on the school site. We kindly ask that they are not used on the side path, as this can become very busy with parents and young children.
What will the next phase of the build look like?	Although the new building is ready for use, the site will remain an active construction area for the rest of the year. This final phase includes the removal of temporary classrooms, demolition of the KS2 building, and the development of new playground areas. During this time, outdoor space will be limited, and the site may feel congested at busy times. We appreciate your continued patience, support and understanding
When will the building development be complete?	The project is currently estimated to be completed in Autumn 2026.
How will the school communicate important information with parents and carers?	Our main form of communication is via the MarvellousMe app. It is essential that all parents and carers are signed up to the app and check it regularly. Important updates, messages and information about school life will be shared through MarvellousMe, and it is the responsibility of parents and carers to ensure they stay informed by using it consistently.



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