



Addison Primary School

Addison Gardens,
Hammersmith,
London W14 0DT
Telephone: 020 7603 5333
E: admin@addison.lbhf.sch.uk

Head Teacher: Mr D Mc Garrigle

Autumn 2026 – Parent update

11th September 2026

Dear Parents/Carers,

Our autumn term is well underway and I trust that your family is keeping well. Please see the important information below in relation to arrangements this term. Much of this information is in the Parent Handbooks, however we have new joiners and the information reminder may be helpful too for current families.

Key Dates

September	October
• 3rd – Assessment Week • 16th Y3 Trip to Phoenix Farm • 21st – 2nd Oct. Reception Baseline • 23rd – Y5/6 Parent Transition meeting • 29th Governor meeting	• 7th Y6 Trip to Imperial War Museum • 8th Y6 Class assembly • 12th & 13th Parent Consultations • 16th- 19th Y 6 PGL • 21st Book Fair
HALF TERM – Mon. 26th Oct. - Fri. 30st Oct.	

School Start Time

Each fortnight we review lateness patterns and will meet with pupils that are repeatedly late to class for morning lessons. We have explained that continued lateness means lost learning time. Our approach: Numbers of time late as well as minutes late are added, and if a child is frequently late, then they may be asked to complete missed morning learning during their break time. This is so that they do not fall behind in their learning.

Allergies and Medical Forms

Our Medical Officer, Miss Bray has asked that I remind parent/carers that if your child has any allergies and/or medical needs, you must inform the school office. Once declared, a Health Care Plan (HCP) is created and given to parents/carers to complete. If medication is required, we require two items – one kept in the medical room and the other in the child's classroom. Short-term medication such as Calpol or antibiotics must be kept in the school office. Parents/Carers will be required to complete an, 'Administration of Medicines Form' of Consent. Pupils should not bring in any medication that is not prescribed or known to the Miss Bray.



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Breakfast Club & Play Centre

A link is sent each fortnight for parents to select their preferred days for the coming 2-week period. Please email r.parveen@addison.lbhf.sh.uk if you require a link. Booking overview:

- Bookings must be made 2-weeks in advance via the Google link
- Bookings cannot be accepted after the deadline. This is due to staffing and the school needing to plan for the pupil numbers received
- Please ensure you only book days that your child will be going as you will be charged for the days you sign up for, even if your child does not attend

IMPORTANT – If the fortnightly link is not completed - Please do not try to rearrange by contacting the school office – Office staff do not have responsibility for these areas.

Uniform

Please remember that pupils must wear their full school uniform (details in Parent Handbook and website), including black shoes/trainers.

Multi-coloured footwear is not permitted.

School day timings

Start of day – gates are open 8:30-8:45am and lessons begin at 8:50am

End of day – finish time is Reception 3:00pm and 3:10pm for Y1 – Y6.

Meet the Teachers / Curriculum info.

Yesterday evening class teachers provided a Curriculum information session – thank you to the many parents that attended, we hope you found this useful. The next parent / teacher meeting will be held over the week beginning 12th October (details will be given nearer the time).

Queries

Please do not hesitate to contact your son/daughter's class teacher if you have an immediate concern. If your query is unanswered, please speak to one of our Assistant Head Teachers – Mrs Amin for Reception up to Y3 classes or Mrs Shehu for Y3-6 classes.

I wish your child all the best for the coming academic year.

Kind regards

D. Mc Garrigle

PS – Please see next page images for learning activities today...





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Year 2 pupils learning about sequencing.



Year 1 writing about sequencing.



Year 2 learning about narratives.



Mrs Younis and Mrs Omar.



Ms Odufuwa with Y2 pupil.



Year 5 pupils learning about The Tudors.



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Year 5 Pupils.



Year 6 pupils.



Year 6 learning about World War 2.



Year 4 during their Music lesson – lovely singing.



Reception class at lunchtime.



Year 3 in their PE lesson – learning Hockey skills.