



# Manorfield Newsletter

## September 2025



### Headteacher's Message – Autumn Term

Dear Parents and Carers,

It's been a fantastic start to the Autumn term, and I'm delighted to share how well the children have settled back into school life. Classrooms are full of energy and focus, and it's clear that our pupils are already working hard and embracing the routines of learning once again.

We've seen a real sense of pride in how children are presenting themselves—smart uniforms, positive attitudes, and a readiness to learn. Thank you for your continued support in ensuring high standards are maintained, including wearing school shoes rather than trainers and arriving on time, ready for the day. As we move further into the term, we're excited about the learning ahead and the opportunities for children to grow both academically and personally. Our staff are committed to providing a safe, inclusive, and inspiring environment for every child.

Thank you for being part of our school community. We look forward to a successful and enriching term together.

Warm regards,  
**Nicky Jones**  
Headteacher

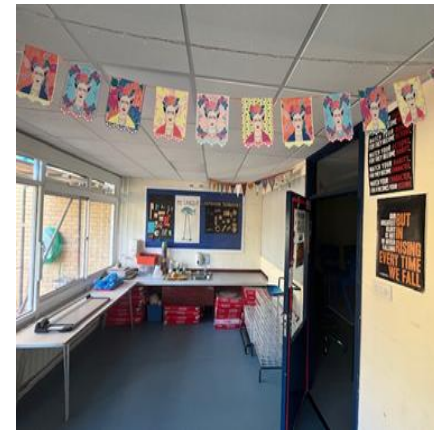
### WE HAVE A NEW ART STUDIO!

Our wonderful artists have settled in marvellously and I am delighted with the projects we are immersed in this term:

- Clay boxes with year 5
- Printing with year 4
- Concentric circles with year 2
- Painting gradients with year 1

Come and take a peek at our end of term displays on the decking area in a few weeks time.

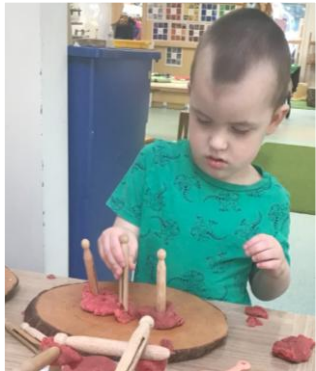
Mrs Clarke



## Bumblebees

Bumblebees class has had an exciting start to the school year! We have welcomed so many wonderful children and families into our pre-school. Our focus has been 'all about me' and this has helped our children to settle into the new environment well. We have been looking at ourselves and creating self portraits using many creative and mark making tools. We then moved onto looking at our families and where we live. The children enjoyed using many resources to create their homes – these included clothes pegs in the playdough area, we made huge towers! Lolly stick patterns in our fine motor skills area and we also added pictures of each child to building blocks which the children used in their play.

We have been cooking some yummy treats in cooking club already! These have included apple crumble (using apples we picked from our own garden!) self portrait biscuits and some rainbow fruit kebabs. We are looking forward to continuing our forest school sessions over the next few weeks and starting our new topic, Autumn!



## Ladybirds & Caterpillars

Reception have made an exceptional start to the school year and their Manorfield journey. They have settled into routines well and continue to impress us each day with their positive attitudes towards learning. The children have shown a willingness to make new friends and are playing alongside each other with increasing independence.

During Free Flow Learning, the children have been exploring different learning areas, playing with new friends and developing new skills. In Phonics, we have started learning our single sounds and practising letter formation. We are encouraging the children to be resilient and to keep trying, even when things get tricky. In Maths, we have been exploring mathematical language such as size, big, small, height, tall and short. We were so impressed with the children's vocabulary and how confidently they used to describe different animals.

Reception have also enjoyed exploring Forest School, where we searched for Hazel the Forest School Fairy. We can't wait to continue our Forest School adventures throughout the year. It has been a fantastic start to the school year, and we're excited to see how the children continue to grow.



# Butterflies



Year One have had lots of fun so far this term. We have had fun exploring The Gruffalo story, telling the story using the characters, labelling The characters using adjectives to describe them and finally this week, re-telling and writing the story in their own words.

In Maths we have explored and ordered numbers and spent the last two weeks exploring addition.

In Learning Theme we have had lots of fun talking about ourselves and our bodies, exploring how our ears, eyes and noses work. We are so excited to be going our trip next week to the British Wildlife Centre and begin to learn more about animals.

The sand finally arrived this week and we have been able to start using our new sandpit – hooray!

The children have now begun to settle into the new routines of Year 1 and are trying really hard to show good learning behaviours. Well done Year One!



# Tigers

Tigers have already settled very well into the routines of Year 2. They have been learning about maps which has included programming Beebots to support their knowledge of direction. They are looking forward to using their knowledge to plan a route to the library.

We have been building on their knowledge from last year in Maths and have been focusing on using jottings in addition and subtraction.

The children have been writing their own stories based on the book Into the Forest by Anthony Browne and their writing has impressed us already. Well done Tigers for a fantastic first half term.



## Monkeys

Our first topic of the Tudors is well underway, with us enjoying our trip to Hever Castle. On the day we had a guided tour around each of the rooms learning about different elements of Tudor life, specifically that of King Henry VIII. We also had a chance to walk around the Italian and Rose Gardens, enjoying the variety of plants and view over the lake. The children certainly enjoyed seeing the many artefacts, which are kept at the castle.



## Giraffes

We've had an exciting start to Year 4 in Giraffe Class! We kicked things off with a water walk, sparking curiosity for our new topic. Over the past few weeks, we've been diving into the water cycle, exploring how water moves and changes all around us. In English, we've begun reading our class text, Kensuke's Kingdom, where we are following Michael's thrilling adventures at sea. We've also started writing narrative poems and the creativity and enthusiasm from Giraffe Class has been fantastic to see. In maths, we've started looking at the four areas of calculation, focusing on addition and subtraction. The children have shown great perseverance and are developing their strategies to solve problems.



## Leopards

Leopards Class have made an incredible start to their year and we have immersed ourselves in all things Space! Our class text is about a boy who has a famous astronaut as a father and how he responds when there is an emergency in space!

We have been studying planets, re-enacting the solar system in the playground and making constellations on the space dome!

Soon we will be creating a news report for our computing and writing our very own space adventure!

A packed half term!



## Lions

Lions Class have made a fantastic start to the new school year and have settled quickly into Year 6 routines. The children have shown a positive attitude towards their learning and are already demonstrating increased independence and resilience. In English, we have been reading Aladdin and the Magic Lamp, exploring its characters and plot in preparation for writing our own innovation stories. In Maths, we've been working through the four areas of calculation: addition, subtraction, multiplication and division. The class have shown determination as the work becomes more challenging. In History and Geography, we've been learning about the Middle East, linking closely to our class text and helping the children to better understand its cultural and historical background. Overall, Lions Class are showing real enthusiasm across all subjects and are rising to the expectations of Year 6. It's been a strong start and we're excited to see their progress continue.



# Remembering Harrison

As we approach a year since we lost our amazing Harrison, we continue to feel his absence deeply. Not a day goes without thoughts of his laughter, his cheeky grin and the joy he brought to Manorfield. He was truly one of a kind – a bright star in our school community.

We talk about him often, smile at the memories and hold him close in our hearts.

Harrison was full of fun, mischief and kindness – a true Manorfield star. How lucky we are to have had something that makes saying goodbye so hard.

Though he is no longer with us in person, he lives on in the stories we share, the friendships he touched and the love that surrounds his memory.



## *A Poem For Harrison*

### *Forever a Star*

In every laugh, in every cheer,  
We feel your spirit, always near.  
A spark of joy, a cheeky smile,  
You made our days so worthwhile.

Though time has passed, we still recall,  
Your kindness, warmth and love for all.  
You danced through life with heart so  
wide,  
A Manorfield star, our joy and pride.

We miss you more than words can say,  
But in our hearts, you'll always stay.  
Forever loved, forever bright –  
You are our star, our guiding light.

# Reminders & Info

For term dates and upcoming events, please see the calendar on our new and improved website!

[www.Manorfield.surrey.sch.uk](http://www.Manorfield.surrey.sch.uk)

## **Uniform**

All children should come to school in the correct uniform, including a navy blue sweatshirt, white polo shirt and grey trousers/skirts. Please ensure your children have black or grey socks/tights and black school shoes.

As the weather is now turning, please send your child to school with a coat every day.

## **Water Bottles**

Please ensure your child brings a water bottle into school everyday. It is essential that the children remain hydrated throughout the day. These can be refilled in school as they also take their bottles in to the lunch hall with them.

## **Breakfast Club**

If you are dropping your child off to Breakfast Club, please walk them to the gate. With the current construction traffic, our car park is busier than usual and we want to ensure all children are kept safe.

## **Punctuality**

The school gates are open at 8.40am and are locked at 8.50am. Please ensure your child is in school on time. If you are late to school, you will need to bring your child in through the school office and sign them in on the late register.

## **Packed Lunches & Dietary Requirements**

If your child has any dietary requirements – whether due to allergies, religious reasons or personal choice, please make sure you have completed a Dietary Requirements Form so we can accommodate their needs at school.

We also have students with severe allergies, so we kindly ask that you adhere to our nut free school policy and any packed lunches/snacks brought from home are completely nut free.

A huge thank you to Lisa Cooney for donating a giant sandpit to our year 1 class! The children have already had lots of enjoyment from it!



## Attendance and penalty fine information

Dear Parent/Carer

If you consider that there are exceptional circumstances relating to your request, please let the school have full details. Each application for a leave of absence will be considered on a case by case basis.

### Penalty Notices to Address Poor Attendance at School

A Penalty Notice may be issued as an alternative to the prosecution of a parent/carer 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/carer 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/carer 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/carer 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