

August 2026

Dear families

We hope that you have all enjoyed the summer break; we are very much looking forward to welcoming you back to the academy on Wednesday 2 September.

We would like to take this opportunity to remind families of a few important points:

- Please ensure your child arrives at school on time each day to support their learning
- There is a free Breakfast Club from 8am (this must be booked on Parent Pay in advance) – entry through the canopy door
- The school day starts promptly at 08.20am and doors close at 08.30am
- KS1 enter thorough classroom doors from 08.20am
- KS2 enter through the canopy door from 08.20am
- After school clubs begin 2 September and must be booked and paid for in advance on Parent Pay
- If your child is not booked into a club, they must be collected between 3.05 and 3.15pm
- Family dining menus for Term 1 can be found here [Dixons Music Primary | School meals](#)
- If you have not yet provided a password for collection for your child, please complete this form: [Collection Word – Fill out form](#) by Tuesday 1 September. This will ensure a smooth, safe dismissal for students
- Please be reminded we are an allergy aware school and ask that no food items containing nuts are sent into the academy
- If your child has an inhaler or Epi-Pen, please ensure these are handed into the academy office on Wednesday 2 September
- If your child has regular medication that needs to be administered in school, please hand this in at the academy office on Wednesday 2 September
- Please ensure all items of uniform and bags are clearly labelled with names
- Please ensure your child brings a clearly labelled, filled water bottle to school every day
- PE days will be communicated by Friday 4 September, PE days will commence Monday 7 September
- Please be reminded that the car park is for staff only, please park safely and respectfully on Trinity Road
- If you are struggling to access Parent Pay or MCAS, please speak to the academy admin staff

Dismissal doors are as follows:

Year Group	Dismissal Location 3.05-3.15pm
Year 1	Both classes will be dismissed through Leeds class door
Year 2	Both classes will be dismissed through Leeds Beckett class door
Year 3	Both classes will be dismissed through the sliding doors (located next to the Y2 classroom doors)
Year 4	Both Classes will be dismissed through Huddersfield class door
Year 5	Both classes will be dismissed through Lincoln class door
Year 6	Both classes will be dismissed through the Hall doors

Please make an orderly line at the classroom door to help teachers dismiss quickly and effectively. If you wish to speak to your child's class teacher, we ask that you wait until all children have been dismissed so that the teacher can give you their full attention and safeguarding of the students is not compromised.

If you require an adult that is not on the collection list to collect your child, please ensure that you inform the academy office as early as possible so that this can be communicated to class teachers in a timely manner. A password will be required in these circumstances.

During the first few days of term, collection times may take slightly longer while class teachers familiarise themselves with parents and carers. Thank you for your patience and understanding and support in helping us keep all children safe.

Yours faithfully
Mrs Morrissey
Acting principal

