WEST KIRBY PRIMARY SCHOOL
Welcoming - Kind - Polite - Successful
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2nd September 2026

Dear Parents & Carers,

Welcome back to a new school year at West Kirby Primary School. I hope that the summer has been a positive one, whether you enjoyed time at home, time away on holiday or continued to work through the summer. We were certainly fortunate to enjoy plenty of lovely weather, including some particularly hot days!

It has been lovely to see all of the children return to school today, settling into their new classes. I would like to warmly welcome the children and families who are joining West Kirby Primary School for the first time. We hope that you will quickly feel part of our school community, and we look forward in getting to know you.

The start of a new school year is always an exciting time, bringing new beginnings, new opportunities and, for many children, new classrooms, a change of teaching staff and new friendships. The first few weeks are particularly important as the children settle into their classes and establish positive routines and expectations that will support them throughout the year. As always, staff will work closely with the children to ensure that they feel happy, settled and ready to learn. We are looking forward to another busy and successful year at WKPS, with lots of opportunities for the children to learn, develop and enjoy new experiences.

Over the summer, staff have been working hard to ensure that the school is ready for the start of the new academic year. This has included making several changes to classrooms and learning spaces, as well as the removal of our ICT suite and the relocation of our school library. Library Jane is already starting to familiarise herself with her new location and making sure that all of our books have a home. She hopes that the children have all enjoyed reading their ***six books for six weeks***, and we look forward to them being returned, so that we can restock the library. As the National Year of Reading continues until December, we have a few reading events in the pipeline that we will share with you in due course.

Regular attendance at school, arriving on time and being ready to learn each day all make a real difference, and we appreciate your continued support in working with us to give every child the best possible start to the year. We kindly ask that holidays and/or days out are not booked during term time.

Statutory Guidance – Allergy Safety and Benedict's Law

From 1st September 2026, new statutory requirements relating to allergy safety in schools, known as Benedict's Law, have come into force. In preparation for this, we have reviewed and updated our policies, procedures and systems to ensure that we are compliant with the new requirements and keeping children with allergies as safe as possible. Where we currently hold information that your child has an allergy, class teachers will be contacting you this week to work together to complete an Allergy Plan. This is now a statutory requirement, and it is important that we have these plans completed, and in place as soon as possible.

As mentioned in the summer term, from today, and in line with our Healthy Eating and Healthy Lunchbox Policy, **children must not bring sweets or other treats into school to share with their class or friends when it is their birthday, or for any other occasion.** This will also enable us to meet our responsibilities under the new allergy safety requirements. In addition, it is very important that children **do not share/swap food with one another;** this is rare, but it can happen at times**.** We appreciate that this can sometimes be an act of kindness or friendship, but the safety of all our children must be our priority. Please can we ask that you reinforce this message with your child at home.

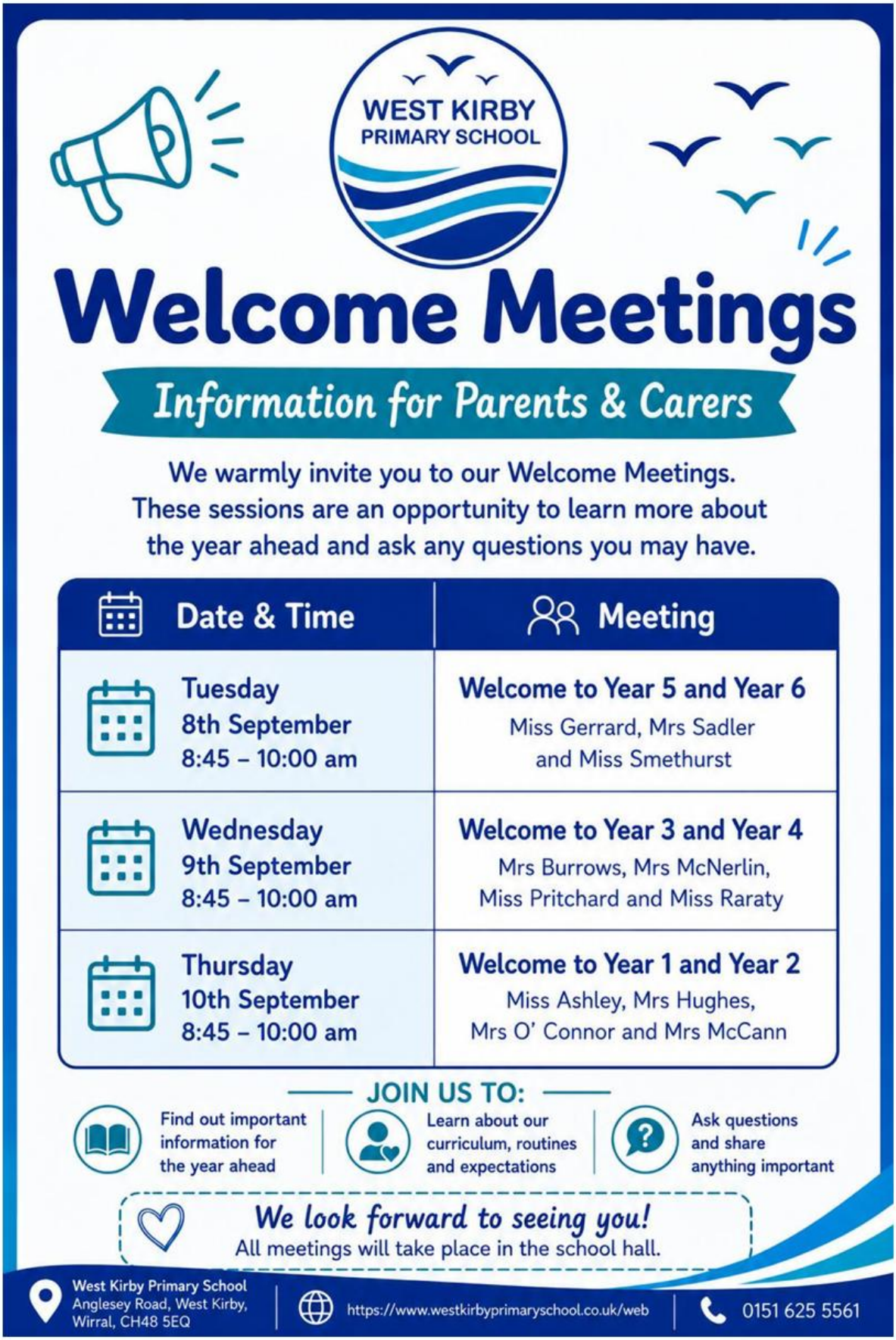
Staffing 2026-2027

As there have been a few staffing changes, here is a quick reminder of our staffing structure for 2026-2027.

Class	Teachers	Teaching Assistants
EYFS	Mrs Catt Mrs McElhinney Miss Griffiths	Mrs Kenyon Miss Hughes
Class 1	Miss Ashley	Mrs Davies
Class 1/2	Mrs Hughes	Miss Hughes (Maths)
Class 2	Mrs McCann Mrs O'Connor	Miss English
Class 3	Miss Pritchard	
Class 3/4	Miss Raraty	Mrs Lancashire *Miss Turnbull* *(Currently on Maternity Leave)*
Class 4	Mrs Burrows Mrs McNerlin	Miss Rixon
Class 5	Mrs Sadler	Mrs Gilbert
Class 5/6	Miss Gerrard	
Class 6	Miss Smethurst	Mrs Pearson

Mr Parker (Mr P), has also started at West Kirby Primary School in the role of our Sports Coach. Mr P will work across the whole school and will be getting to know the children in each class. We are sure that the children will make him feel very welcome. We still have few spaces available on our after-school clubs for Autumn 1. To book a place, just sign up using the free Arbor app and your personal login.

Welcome Meetings : September 2026



Arbor

Please make sure you keep your Arbor account up to date. This includes any changes to your address, phone numbers, adults who can collect your child from school, permission consents etc… Arbor accounts should never be in debt. Remember to add credit in advance of taking a school meal and to settle F1 invoices by the date stated on the invoice. Proof of childcare vouchers should be sent to the voucher email address so that the money can be added to your Arbor account in advance of the money reaching WKPS: voucher@westkirbyprimaryschool.co.uk

Safeguarding - Working Together to Keep Children Safe

Safeguarding is everyone's responsibility, and all staff at WKPS receive regular safeguarding training so that we can continue to provide a safe, caring and supportive environment for every child. As part of their professional responsibility, staff are required to report any concerns to our Designated Safeguarding Leads, who may sometimes need to gather further information and, where appropriate, contact Parents/Carers. We always want to work in partnership with families and, to support us, we kindly ask that you let us know about any injuries, bumps or bruises your child may have experienced. We completely understand that children are active and can easily hurt themselves, and having a little information can help us to understand what has happened. If we do not have this information, please do not be concerned or offended if a member of staff has a quick chat with you or gives you a call to check how an injury may have occurred. These conversations are simply part of our safeguarding responsibilities and our commitment to keeping children safe.

As part of the safeguarding information shared with schools, **Operation Encompass** is a statutory arrangement through which the police notify school when they have attended an incident at an address where one of our pupils' lives, or where the child is present at the time.

Notifications are usually shared with school by the police within 24 hours. This information is shared with school so that we have greater awareness of circumstances that may affect a child and can respond with appropriate understanding, care and support.

This information is treated confidentially and is only shared within school with the Designated Safeguarding Leads, who have responsibility for safeguarding. In line with the guidance, receiving an Operation Encompass notification does not mean that school will contact Parents or Carers about the notification. However, our door is always open, and if you feel that it would be helpful to talk to one of our Designated Safeguarding Leads about anything that may be affecting your child, we are always here to listen and support you.

Designated Safeguarding Leads at WKPS;

- Mrs Bailey
- Mrs McCann
- Mrs Catt
- Mr Davis
- Mrs Kenyon

School Holidays

- Please ensure that you check the West Kirby Primary School Holidays, which are on our website.
- 2026 – 2027 and 2027-2028 are available on the website, please take note of Dates and Inset Days.
- In line with DfE and Wirral LA guidance and policies, holidays will not be authorised in Term Time; Educational Penalty Notices may be issued.

Key Dates…

- **2026 is the National Year of Reading**
- Tuesday 8th September: Welcome to Year 5 and Year 6 (8:45am-10:00am)
- Wednesday 9th September: Welcome to Year 3 and Year 4 (8:45am-10:00am)
- Thursday 10th September: Welcome to Year 1 and Year 2 ((8:45am-10:00am)
- Thursday 10th September: Year 6 Residential Meeting – 5:00pm – School Hall
- Monday 14th September: Year 4 Residential Meeting – 6:00pm Via Teams
- Wednesday 23rd September: MHST Information Session for Parents/Carers – ***supporting your child with worries*** (8:45am – 10:00am). All Parents/Carers are very welcome to attend. The session will take place in the hall.

Our school website calendar has been updated and contains dates that we are aware of. We will do our best to adhere to these, but there are times when last minute changes have to take place. West Kirby Primary School - Calendar

I hope that all of the children have a happy and positive return to school and are looking forward to the rest of the academic year.

Regards,

Mrs E Bailey
(Headteacher)