

Lady Nafisa Independent Girls Secondary School

Headteacher: Mrs. Fouzia Butt BA (Hons), QTS, NPQH

Inglenook, Sipson Lane, Sipson, West Drayton, UB7 0JG. UK

Phone: 020 8707 0001

www.ladynafisa.org / email: admin@ladynafisa.org

DCFS Reg No. 313/6082



13th August 2019

Dear Parents and Guardians,

Assalamu alaykum and Eid Mubarak!

Kull amm wa antum bikhair

I would like to welcome you back to LNS and if you are a new parent I warmly welcome you and your daughter.

I am delighted to resume my role as Head teacher and look forward to a busy and exciting year. I would like to extend my thanks to the staff, especially Ust Sanam, for their continued hard work and dedication during the last academic year.

First things first...Coffee morning!

I will be holding a coffee morning on Monday 16th September at 9:30 – 10:30 am. This will be a great opportunity to meet new parents and of course, reconnect with old ones. If you are able to attend, please email the office admin@ladynafisa.org.

New start date and school timings

School will start for Year 7 on Friday 6th September and for Year 8-11 on Monday 9th September. The school day has been revised to give more time to lessons.

8:10 – 8:30am	Registration
8:30 – 9:25am	Period 1
9:25 – 10:20am	Period 2
10:20 – 10:40am	Break
10:40 – 11:35am	Period 3
11:35 -12:30pm	Period 4
12:30 – 1:20pm	Lunch
1:20 – 1:35pm	Prayer
1:35 – 2:25pm	Period 5
2:25 – 3:15pm	Period 6

There may be Period 7 on some days for KS4 (3:20-4:10pm).

Attendance and Punctuality

We have a renewed focus on attendance this year, with the aim of getting every student and every class to 96%. As you may be aware the school must report monthly attendance figures to Hillingdon council as a statutory duty. Students whose attendance falls short of 95% may be contacted directly by the council.

Family holidays MUST be planned in accordance with the school calendar and time should only be taken off for serious illness.

We will be closely monitoring attendance and punctuality and will issue a tutor attendance/punctuality report if required.

The current punctuality sanctions have proved to be effective and we will continue to use them this year. Please see attachment.

Lockers

All students MUST have their own locker this year. You can book your locker online (see attached information letter). School lunch bags and coats must be stored in lockers. Students are not allowed to walk around with these items. All water bottles should be re-use and clearly labelled.

Going Green

In our drive to be more sustainable, we will no longer be printing any communication for parents. You must ensure your email address is correct and up-to-date. All students will also be allocated a school email address separately.

School Website

The new school website will be launched in September inshallah. It will have all the updated policies and information.

Mobile phones

A polite reminder that we do not allow any smart phones in school. Your daughter can bring a 'brick' phone (any phone without a camera) which must be turned off before entry into school. We will confiscate smart phones for the academic year if they are seen or heard (even whilst travelling to and from school). A brick phone will be confiscated for 5 school days and a detention issued.

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More and more research is emerging linking high phone usage to increased mental health problems in young people. Amongst girls, this often manifests itself by increased anxiety and low self-esteem. This is an incredibly challenging time for our children and as a school we want to create an environment where students are not spending hours on their phones and consuming unhealthy, and often times unislamic, content. We would strongly discourage anyone under the age of 15 of having a smart phone.

I hope you enjoy the rest of the holidays, the school office will be open from Monday 2nd September onwards. If you need to speak to someone before then, please email admin@ladynafisa.org.

Wasalamu alaykum,

Ust Fouzia Butt

Headteacher

Documents sent with this letter

Student Equipment list 2019-2020

Student Uniform List 2019-2020

Academic calendar 2019-2020

Punctuality sanctions

Locker information

Documents to follow

Timetable

Homework timetable

Events calendar