

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



14th January 2020

Dear Parents,

Assalamu alaikum

I pray you are in good health and strong *iman*.

I would like to welcome everyone back and hope you have had a good break and are ready for the New Year ahead.

Hot food

Please note we have weekly hot food on Mondays and Wednesdays. Orders are placed on THURSDAYS and money must also be handed to tutors on Thursdays. Once orders are placed, please note the meals are non-refundable.

Monday	Chicken wrap and chips	£2.50
Wednesday	Lamb burger and chips	£2.50

PE

We are very fortunate to have large playing fields near our school and we will be using them this term for weekly PE lessons. We have used these fields previously for Sports Days. Students will be walking to and from the field which only takes about 6-7mins. Students will wear their full kit including purple fleece to the field and when they return they must change into their skirts and school shoes. Students are allowed to wear a hoody and gloves if the weather is cold. I recommend they have a carrier bag to put trainers in as they are likely to be muddy. Please note the field is enclosed and a risk assessment has been carried out.

Paperless Office

We are continuing with our aim of Going Green by sending all correspondence to parents via email. At the end of the term you should have received your daughter's end of term report, IS report, Quran report and termly newsletter. If you have NOT received this, please let the school office know immediately. Make sure you check your spam folder too!

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Tablets

We have purchased 60 Amazon Fire tablets for students to use. Students need to have their own set of WIRED headphones. You can purchase a pair from this link:

https://www.amazon.co.uk/Aioneus-Headphones-Cancelling-Comfortable-Smartphones-Rosepink/dp/B07TTN3H5C/ref=sr_1_16?%20rid=21CTVLGR87AHY&keywords=wired+headphones+in+ear&qid=1576580633

We have added headphones to the student equipment list so students must have them at all times.

School office Phone

Please note students will no longer be allowed to make calls to parents using the school phone. Students must have their own 'brick' phones to make calls and arrangements need to be made for pick up before school between parents and children. Additionally, the school office closes at 4pm. If students are still here, they will be asked to wait outside as we are unable to leave students here after 4pm.

Lost property

If items are left around the school and end up in lost property, students are required to pay £1 to retrieve each item. This £1 will be given to charity and is in place to make students realise the importance of looking after their possessions. At the end of the term, anything left in lost property is automatically donated to the local charity shop.

Attendance and Punctuality

Aside from year 8, all year groups have met the school wide attendance target of 95% alhamdulillah. Once again, please be aware it is our statutory duty in Hillingdon borough to report all attendance figures monthly to them. Attendance falling below 95% is a concern and anything below 90% is a serious concern.

Year Group	% Attendance
7	96
8	94
9	97
10	95
11	95

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Punctuality will continue to be monitored daily and the following sanctions apply:

1 late: text sent home

2 lates: lunchtime detention

3 lates: £1 fine and 30 minutes after school detention. Year 11 will lose school leaving privileges for 5 days.

4 lates: 1 hour after school detention and letter sent home

5 lates: 2 weeks on punctuality report

New library books

A huge thank you to parents who baked and donated food for the bake sale last term. We raised over £100 which has been spent on new books for the library. The library is run by 2 prefects and is open during Monday and Wednesday lunch break.

Winter weather

As the weather is cold and getting colder, students should wear layers underneath their school uniform. They can wear long sleeved thermal top underneath the school shirt and full length leggings. Hoodies and jumpers must be removed once students are on site.

Coffee morning

We will have a parents' coffee morning on Wednesday 28th January at 10:00-11:00am.

Please do come along and if you are unable to make it, feel free to email any suggestions you have directly to me.

If you require any further information about the items mentioned above, please don't hesitate to contact us.

Wasalam

Ust Fouzia

Head teacher