

Admin Newsletter

21.11.25



Welcome to the November Admin Newsletter showing important updates, reminders and announcements. You can always contact the school office on: 01283 702156.

Communication Lines

Absence Requests—**School Office**

Change in collection arrangement of your child at the end of the day— **School Office**

Curriculum or Behaviour Queries—**Class Teacher**

Lost uniform—Black tub available at collection times at the top of the Year 6 corridor

Wrap Around Care—hello@theDENclub.co.uk

Safe Parking

Please may we remind you that the school car park is for staff and visitors only. If you are dropping or collecting your child from The Den, we politely ask that you do not use the staff car park. This is for the safety of our pupils and staff team.

Many thanks for your co-operation with this.

School Uniform

Please ensure that your child is wearing the correct uniform to school. This is grey trousers or skirt, white shirt, black shoes (no boots) and the Willington jumper or cardigan. We have started a 'Pre Loved' sale rail and will be offering the rail to parents during the Christmas Fayre and then at the end of each half term at the end of term treat sale. Earrings should be studs only.

Christmas Jumper Day and Christmas Dinner Day at Willington is on Thursday 11th December. Should you need a Christmas jumper, you can purchase one from our pre-loved rail at the office from the week beginning Monday 1st December. Just speak to Mrs Cartright in the office for further info!

Events

Please check the next page for any upcoming events that are booked into our school calendar

Reporting school absence

As we approach that time of year where bugs and viruses begin to show, can we please remind all parents and carers of our reporting absence procedures.

- Please telephone the office before 9am
- State your name, child's name and class teacher.

State reason for absence including symptoms so that we can track specific virus' in school. Failure to provide the above information on our voicemail service may result in the incorrect attendance code being used and the office having to make contact via an additional phone call. As outlined within our attendance policy and NHS guidelines, here is some guidance regarding recommended timeframes away from school.

Sickness—48 hours from last incident

Diarrhoea—48 hours from last incident

Cold and Flu—Once temperature is under control

Headlice—as soon as treated

Please see NHS website for further guidance on other medical conditions.

'Where Pupils Succeed'

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This list is correct as of Friday 21st November 2025. We will keep adding to this list as trips and events are confirmed.

21st November	Christmas Hamper—Colour Donation Day
24th November	Assessment Week
26th November	Year 3 Parent Lunch
27th November	Flu Vaccinations
1st December	Pre loved Christmas Jumper Sale rail available after school
2nd December	Year 5/ 6 Football Competition @ Moorways Sports Village
4th December	Christmas Fair—bottle donation day
5th December	Friends of Willington—Christmas Fair 3.45pm—5.00pm Choir Performance at the entrance to welcome families.
8th—11th December	Y6 Bikeability
10th December	FS2 Nativity to parents 10.30am
10th December	A.m Y1—Y6 School Trip to watch the Pantomime at Derby Arena (Packed lunches—no hot dinners today)
11th December	Christmas Jumper Day and Christmas Dinner Day
12th December	Rock Steady Concert (p.m) for Rock Steady pupils and families
16th December	Friends of Willington - Carol Concert/Book & Biscuit- with a Secret VIP visit in the school hall. Please look out for a link to book a place via Microsoft forms—x2 places per child KS1:9.00am-9.45am and KS2:10.00am -10.45am
17th December	9.00am—9.30am Church Led Assembly—Angie and Robin
19th December	Willington Friends—End of term treat sale 3.30pm Last day of term - Christmas Holidays
5th January	First day of Spring Term—all pupils in school
9th January	Autumn Term Reports to parents
27th January	Year 4 Parent Lunch
3rd February	National Storytelling Week—KS1 PJ Day ‘Bring Back Bedtime Stories’ event
13th February	School Closed to pupils—INSET Day— Half term holiday

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