

4th April 2025

Dear Parents/Guardians

It has been an exceptionally busy last week of term at the school and I would again like to commend the vast majority of our students who have remained focused on their studies right up until 12pm today. I talk a lot at the school about 'saying goodbye in the right way', and I believe that is the culture we have here at the school. I am also very proud of how smart our students look in their uniform and this is feedback I regularly receive from local residents. I would like to emphasise the importance of uniform as we approach the summer term. I have been delivering a clear message this week to students that it is important that uniform is worn with pride and that this is a non negotiable at Ruislip High School.

Without doubt, the highlight of my week has been attending the year group celebration assemblies that have been taking place. I have not only presented my headteacher awards but have had the opportunity to witness the outstanding achievement of our students and how supportive the students have been in celebrating the various award winners.

Easter revision

There are a number of Easter revision sessions happening over the next two weeks and details of these have been shared with parents/guardians. I am grateful to staff who are giving time during their holidays to support students in the build up to their examinations. Please note that staff will be registering students at these sessions but will not be contacting home for any students who do not attend and I would therefore urge parents/guardians to check with your child which sessions they are attending. Mr Noble will be writing a letter to all year 11 students' parents and guardians with details of the summer term and GCSE examinations. A link to the letter can also be found [here](#).

Arbor (Management Information System)

The school is excited to launch our new management information system, Arbor, which will provide new benefits for teachers and parents and provide a higher level of information about the students. During the Easter holidays you will receive an email from Arbor which will allow you to sign into your account and view information about your child. Instructions on how to login for the first time and how to use the Parent Portal can be seen [here](#) but will also be included on the email that you will receive. Your child's Arbor account can be viewed via a web browser on a computer or mobile phone or through an app. The functionality and information visible is the same for both methods.

Please ensure that you report child absence on Arbor from the first day back after Easter, Tuesday 22nd April 2025. Instructions on how to report an absence can be read [here](#). The school will gradually utilise more of Arbor's features for areas of the school that you interact with, e.g. parents' evening bookings. However, the school will write to parents and guardians prior to any new module being activated. In the first instance, parents and guardians will be able to see attendance, rewards, incidents and report absence.

The school has worked hard to ensure a smooth transition from ClassCharts to Arbor, however, we are mindful that with any change, there may be small issues, and we will endeavour to resolve in the first few weeks of term.

Therefore, as a contingency, we encourage parents to not delete the ClassCharts application as this will be used as a backup system in the first few days in the unlikely event of any delays occurring.

Medication

I would like to remind parents of the school's policy for managing medication within school. Where possible, medication should be administered outside school hours and should only be administered in school when it would be detrimental to a student's health not to do so. Ruislip High School has clear guidance on managing medication within school and will not administer medication (prescription or non-prescription) without written consent from a parent/guardian by completing the Administration of Medication form. Students are not permitted to carry medication within school and all medications must be stored safely in the medical room, with the exception of inhalers, EpiPens, insulin and buccal medication. Ruislip High School will only accept prescription medications if these are in-date, labelled, provided in the original container as dispensed by a pharmacist and include instructions for administration, dosage and storage. If you have any queries, please feel free to contact the school office for guidance.

Start of autumn term 2025-2026

I wanted to confirm well in advance the arrangements for the start of the autumn term in September. I recognise that this is a key consideration for parents/guardians as they navigate holidays and childcare arrangements. Although exact timings for the start of term will be confirmed in due course, I can confirm that students in Year 7, 11, 12 & 13 will start on Wednesday 3rd September 2025, students in Years 8, 9 and 10 will not return until Thursday 4th September 2025.

Finally, as we come to the end of another term, I would like to again thank the parent community for their unwavering support which means so much to me and the Ruislip High School staff. I wish all members of the Ruislip High School community a lovely Easter and I look forward to welcoming the students back on Tuesday 22nd April 2025.

Yours sincerely



Gareth Davies
Headteacher

Key dates for next half term

- Tuesday 22nd April 2025: Summer term begins
- Wednesday 23rd April 2025: Year 9 British Library trip
- Thursday 24th April - Wednesday 30th April 2025: Years 7, 8 & 9 STEM workshops
- Thursday 1st May 2025: Year 10 parents' evening - 4:30pm-7pm
- Saturday 3rd May - Monday 5th May 2025 Duke of Edinburgh - Silver pre-assessed expedition
- Monday 5th May 2025: May Day - Bank holiday
- Monday 5th May - Friday 9th May 2025: Death awareness week
- Tuesday 6th May 2025: Parent Voice meeting - 6pm-7pm
- Wednesday 7th May 2025: VLT cookery competition
- Monday 12th May 2025: Year 12 Spanish trip to Vyners
- Monday 12th May - Friday 16th May 2025: Mental health awareness week
- Monday 12th May - Friday 16th May 2025: Thank you week
- Friday 23rd May - Sunday 25th May 2025: Year 7 PGL trip
- Friday 23rd May 2025: Year 11 & 13 celebration assemblies
- Friday 23rd May 2025: Half term ends
- Saturday 24th May - Sunday 25th May 2025: Duke of Edinburgh - Bronze pre-assessed expedition