



Meadow High School

Royal Lane, Hillingdon, Middlesex UB8 3QU

Telephone: (01895) 443310

Email: meadow@meadowhighschool.org

Website: www.meadowhighschool.org

Headteacher: Mr Graham Cunningham

Deputy Headteacher (Royal Lane): Miss Michelle Taylor

Deputy Headteacher (Northwood Road): Miss Amy Willis

8 July 2026

Dear Parents and Carers,

As the school year draws to a close, I wanted to write to you about the arrangements for the end of term and the start of the new academic year as we formally move to 'One School, Two Sites'. I have also included some basic reminders ahead of the new year so that you are hopefully well informed for September and can begin planning your child's return to school.

End of term arrangements

School closes for students on Friday 17th July at 1pm. The schedule for the last day is outlined below

	Whole School (off timetable / tutor based)
09:15am - 10:00am	Key Stage 3 Assembly (Pathway 1 & 2) - Anju / Amy with AHTs
10:15am - 11:00am	Key Stage 4 and 5 Assembly (Pathway 1 & 2) - Anju / Amy with AHTs
11:00am - 11:15am	BREAK
11:15am - 11:45am	Brunch 1st Sitting
11:45am - 12:15pm	Brunch 2nd Sitting
12:15pm - 1:00pm	Tutor based
1:00pm	Student dismissal

Collection of examination results

Student who were entered for GCSE examinations or for Functional Skills are invited to collect their results in person at school on Thursday 20th August from 10.00am in the Main Hall. Staff will be on site to celebrate with the students and to provide advice and guidance about next steps if needed. I would encourage all parents, who have been invited in a separate letter, to encourage their child to attend this significant milestone in their life.



RETURN TO SCHOOL IN SEPTEMBER

2nd, 3rd, 4th September 2026

These are staff training days and students are not expected to attend school on these days.

Week beginning 7th September 2026

NORTHWOOD ROAD CAMPUS

Due to the delay to the building works school is closed to students for this week.

Monday 7th – Wednesday 9th September

Post 16 Students will attend their Duke of Edinburgh residential

All other students are to complete the work booklet at home.

Thursday 10th September

All students in all years to complete activities in the work booklet at home.

Friday 11th September

All Northwood Road students and parents are invited to attend the Great Northwood Bake Off.'

This event will be held on the common in Harefield from 11am – 1.30pm. Students should bring their bake-off entries to this event.

ROYAL LANE CAMPUS

In week beginning 7th September term will begin for students as outlined below

Monday 7th September

New Year 7 students only in school from 8.30am.

New students should report to the Main Hall for assembly

Tuesday 8th September

All students in school

Week beginning 14th September

NORTHWOOD ROAD CAMPUS

Monday 14th September

New Year 7 students in school from 8.30am. They should report to the Main Hall for assembly

All other year groups to remain at home completing work booklet

Tuesday 15th September

All students in Years 7 – 14 in school from 8.30am

ROYAL LANE CAMPUS

School open as normal for all year groups.



At this time of year, it is also good to remind families about some basic expectations in the school. This provides clarity to all parties and enables you to talk to your child before term starts.

Consultation on early finish to the school day on Wednesday

Many thanks to the 49 parents/carers who responded to this survey. Having considered all views from all stakeholders we have decided that the school day will not close early on Wednesdays. School will continue to finish at 3pm. The timings of the school day for next year are below.

School Day Timings

Time	Activity
8.45	Registration/Form Time – Behaviour ?
9.05am	Reading & Phonics/assembly time for 1 slot
9.45am	Period 1
10.25 am	Period 2
11.05am	Break
11.20am	Period 3
12.00pm	Period 4
12.40pm	Lunch
1.25pm	Registration
1.35pm	Period 5
2.15pm	Period 6
2.55pm	Return to form collect belongings including phones
3pm	End of Day/Dismissal

Uniform & PE Kit

Our uniform requirements, including our Post 16 dress code and PE Kit, can be found on our website and I have shared the link below

[Meadow High School - School Uniform](#)

In addition, students are not to wear hoodies inside or outside, regardless of the weather. Parents should therefore ensure their child has an adequate all-weather coat. Jewellery is limited to one pair of studs, a watch and a religious symbol. Nails should not be acrylic, extensions or highly polished. The school will confiscate incorrect items and reserves the right to withdraw students from lessons or activities in items of jewellery, nails or uniform would mean it would not be safe for them to participate.

Phones & Devices

In line with recent changes, from September Meadow will be a device free school. This means that students, including Post 16 students, will not be permitted to use or carry their phones on site. Phones are still permitted on the journey to and from school. Every classroom across both campuses has a safe and students must place their phone in this safe every day during registration. It will then be returned to them before they go home. The same applies to other smart devices including watches, tracking rings and Air Pods, tablets. In short, the only devices students are permitted to use on our site are those issued by school.

If a student does not hand their device in then it will be confiscated and a consequence will be put in place. It will then be returned at the end of the day. We will contact you to inform you if this occurs. The school has also purchased technology to allow us to do random checks during the school day.

To support this transition, we have engaged the support of a charitable organisation called Rebel Telecom. They will provide workshops for students and parents, as well as staff training about mobile devices, how to use them appropriately and safely. I would also encourage parents to talk to their child about this change at home and to get them used to not having a phone or access to a device during the day. Start small, a few minutes and gradually increase the time away from a screen ready for September.

Every lesson counts – the importance of excellent attendance

Ahead of the new year it is also beneficial to remind parents of our expectations around attendance. We aspire for all our students to attend school for 95% of the time as research shows students whose attendance is on or above this level achieve strong educational outcomes and have positive next steps.

To ensure your child is well placed to reach this figure we ask that you do not take any holidays during term time and that wherever possible medical appointments, especially routine ones, are taken outside of school hours. Parent must also ensure that any absence during school time are requested and that any absences are reported on the school absence email.

attendance@meadowhighschool.org

Independent Learning

In response to parent voice, we are introducing independent learning at Meadow High School from September. This will initially be introduced into Key Stage 3 at both Royal Lane and Northwood Road Campus. This learning, to be completed away from school, will be in the form of a booklet with activities to be completed each week of the school year. They will then be returned to class for feedback.

Class bulletin

Again, in response to parent feedback, we are introducing a standardised class newsletter across both sites. This will be sent once per fortnight to all classes in Year 7 at Royal Lane Campus and to all classes at Northwood Road Campus. This letter will come from the class teacher to parent emails with hard copies placed in student bags. It will outline what students have been learning, important diary dates, what is coming up and other reminders for the students.

Finally, I would like to acknowledge and thank colleagues who are leaving us at the end of this year to pursue new opportunities in their career.

Mrs A Porter	Mrs C Wilkes	Ms S Akhter
Miss E Bergin	Mr A Bridgen	Mrs S Stock
Mr D Jones	Mrs B Cryan	

I wish you all an enjoyable summer break and I look forward to seeing you all again in September for another exciting year in the life of our school.

Best wishes,



Graham Cunningham
Headteacher