**Headteacher Update**

**Friday 8th September 2023**

Dear Parents and Carers,

A warm welcome back to you all and a special welcome to all of our new families. Our new reception children have had a great start and settled in beautifully this week.

All the children will be exhausted after their first week in school; not only have they had a busy week after the six-week break, but they have also had to deal with the extreme heat. So, they will all need plenty of rest this weekend to make sure they are ready for a full week on Monday.

It has been lovely to see the children, happy and smiling. They all look incredibly smart in their uniforms. We would like to thank you all for supporting our uniform policy. May we just remind you that children must not wear earrings on PE days, or they should be able to remove them themselves for lessons. We have not permitted children to cover earrings with plasters for some time now. Hopefully most new piercings were done during the first week of the break, so earrings can now be removed.

**Special Educational Needs**

Mrs Natalie O’Neill has taken on the role of SENCO (Special Educational Needs Co-Ordinator) for our school. Mrs Guy, who has held this role until now, has passed on all necessary information to Mrs O’Neill regarding those children who have additional needs, and they will continue to work together during this transition phase. In the meantime, Mrs O’Neill will be at the gate on Wednesday mornings, so those of you who are not familiar with her will be able to put a face to the name.

We are aware that parents of children with additional needs will need extra time at parents’ evening. With this in mind we are proposing to arrange separate, longer parents’ meetings for parents of SEN children on the Monday and Wednesday of parents’ evening week. Mrs O’Neill will be in touch to organize times to suit everyone.

**School Photographs**

The date for individual and sibling photographs is Monday 16th October. This date has been added to the list below. Staff will ensure both individual and sibling photographs are taken. Should you wish to have photos with pre-school children, school will be open from 8am and the photographer will be in the school hall. Please ensure all sibling photos are taken before registration at 8.45am. We will send a reminder nearer the time and the date will remain on the list on our weekly update.

**School Cook**

We have a new school cook, Mrs Julie Green. Due to personal circumstances Julie has not been able to start with us as yet, so please bear with us while we have temporary cooks. We are trying to stick to the planned menus, but there may be slight variations on some days.

**Snack1**

Children in reception, year 1 and year 2 will continue to be provided with a fruit snack which is free of charge. Children in the juniors may purchase a snack from the school kitchen, where toast and bagels will be available daily. Please be reminded that from Monday 11th September snack must be ordered by midnight on the Sunday evening before the start of the week. Today Mrs Dean will email all parents with a set of instructions for how to order snack. If orders have not been completed by the Sunday evening, children will be required to bring a healthy snack from home. They will not be allowed to take a snack from school. Parents of children who are entitled to Free School Meals do not have to complete this process; children will order in the classroom on Monday morning.

When completing orders for lunches and snacks, please ensure the correct funds are in Parent Pay accounts as we do not permit debt of any kind. Thank you.

**Safeguarding: Keeping School Informed**

**Collecting children at the end of the day**

As part of our Safeguarding Policy, we do not allow children to go home with adults, other than those approved by primary carers, unless we have prior knowledge. There are many children who are regularly collected by grandparents, older siblings or parents of their children’s friends – we are aware of these and we are happy to release children to their care at the end of the school day.

Occasionally circumstances mean that parents have to make alternative arrangements for the end of the day. In these instances, we ask that parents inform us of who is collecting children. For example, if your child is going home with their friend for tea after school, we cannot allow them to be taken unless we are aware of the arrangement. Additionally, we cannot allow children to go with relatives or friends who we do not recognise, unless we have been informed at some point during the day.

Please let us know at the gate, or telephone school if you wish your child to be collected by anyone unfamiliar to us, or when there is a change to the normal routine. Thank you.

**Emergency Contact Numbers**

We ask that all parents and guardians make sure that we have the correct phone numbers for contacting parents in the case of an emergency or illness. Parents and guardians are asked to provide at least two names and numbers of contacts. It is imperative that we can make contact with an appropriate adult at any time during the school day, so please keep us up-to-date with any new numbers and also provide work numbers if necessary.

**Attendance and Punctuality**

We will start our weekly class competition next week, where the class with the highest attendance overall will be rewarded with a treat each Friday. We will continue to keep you informed of our winners each week on our update and the winning class will also be announced on our Facebook page.

A separate letter to remind parents of our policy and expectations regarding attendance will be emailed to you today.

**Dates for your Diaries**

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| **Event** | **Date** | **Time** | **Classes involved** |
| Classroom visits | Friday 8th September 2023 | 3.15pm – 3.40pm | All year groups |
| SEN Parents’ meetings | Monday 9th October 2023 | TBA | SEN children |
| Parents’ Evening | Tuesday 10th October 2023 | 3.30pm – 6.30pm | All year groups |
| SEN Parents’ meetings | Wednesday 11th October 2023 | TBA | SEN children |
| Parents’ Evening | Thursday 12th October 2023 | 3.30pm – 6.30pm | All year groups |
| Photographs - individual | Monday 16th October 2023 | 8am – all morning | All year groups and pre-school siblings |
| Break up for half term | Friday 27th October 2023 | 3.15pm | All year groups |
| Community Fireworks Night | Monday 6th November 2023 | 5pm | School families/ local community |
| Open Afternoon for parents | Tuesday 7th November 2023 | 3.15pm | All year groups |

Hopefully we will catch up with you all after school today, when you are warmly invited to come and see your child’s/ children’s new classrooms and meet their teachers. We know you will all want to get home for the weekend, but the children will be excited to show you around and it is a great opportunity for you to familiarize yourselves with their learning environments. Please spare a few minutes to have a nosy if you can.

We hope the sunshine stays around and you all enjoy a lovely weekend.

Kind regards,

Mrs C Harrison and Mrs L Guy