

Dear Parents,

PARENTS' COFFEE MORNINGS

As last year, our first coffee mornings of the year are going to take the form of a "Meet the Teacher" session. Each teacher will have a turn to get to talk to you over a cup of coffee about the kind of work your child will be doing and the expectations for their class. You will also have the chance to chat to them and ask all those questions that seem to accumulate at the beginning of the school year. A list of dates for the coffee mornings is at the end of this letter, so please do come along and take this chance of meeting your child's new teacher in a relaxed and informal setting.

SHARING AFTERNOONS

Sharing afternoons will continue to run on the same basis as last year. Whenever possible, we hold the afternoons on the first available Friday afternoon at the beginning of the month for infants and the last available Friday afternoon of the month for juniors (although there are some variations from this – see the list of dates attached). When we have an open afternoon or parent consultations, we shan't run a sharing afternoon that month. The dates of sharing afternoons are in the list of dates at the end of the newsletter. These afternoons are a great chance for your child to show you some of the recent work they have been doing.

UPDATING CONTACT DETAILS

Attached to this newsletter, are the current contact details we have for you. It's really important that we have your current telephone numbers, as well as the names and numbers of two alternative contacts for when you are unavailable. This is particularly required for occasions when your child is unwell. Please would you check the information, make any necessary amendments and return the form to the school office by next Friday, 19th September.

REPLACEMENT READING DIARIES

The children have all been given a reading diary, which serves as a useful record of books they have read as well as a means of parents communicating with their child's teacher. The children know that they need to take good care of their reading diary and to bring it into school each day, but if a diary should unfortunately become lost or damaged, replacements are available from the school at a cost of 40p.

MEDICINE POLICY

Just to remind you that our staff are not able to administer either prescribed or 'over the counter' medicines for children in school and nor, for obvious safety reasons, should children bring any such medicines into school to take themselves. Should a child need a dose of medicine during the day, parents may visit the school during the lunch break to bring and administer any medication themselves, by prior arrangement. (Children with asthma and medical conditions requiring emergency treatment have different arrangements – please ask me for details, or ask to see a copy of the policy.)

PLEASE HELP WITH READING

We are always looking to increase the number of our volunteer reading helpers. If you can spare just a few minutes each week to hear children read, please get in touch with Mrs Douch or the school

office. If you are able to spend the afternoon with us that's wonderful, but if not, we should be very happy if you could just come along to school for 15 minutes before the end of the afternoon on one or two days each week. We are particularly keen to have volunteers to hear some of our junior children read as well as in the infant classes.

CALLING ALL KEEN FOOTBALLERS AND RECORDER PLAYERS!!

As you will see from the clubs letter, all our teachers are busy running after school clubs. However, we do not have any one available to run an after school football club or a recorder club. We already have a number of parents who run after school clubs so if you are interested in joining them and using your football or recorder skills, please get in touch with Mrs. Douch.

COATS

Please ensure that your child always has a waterproof coat in school. We still go outside at playtimes, even when it is raining. Children without coats have to miss their playtime, which they don't like at all! Also, please, please ensure that your child's coat has a name and a loop to hang it up with.

AUDITOR NEEDED

We are looking for someone who would be willing to audit our School Fund accounts. You do not need to be a trained accountant, although you should have some bookkeeping experience. The pay is £100 for what will be up to 10 hours' work. Please contact Mrs Lowe in the office if you are interested.

SCHOOL COATS

Mrs Lowe has asked me to remind you that we have a new stock of our waterproof, fleece lined coats still at last year's amazingly good value price of £15.00. If your child needs a new school coat, come and see these first: they are warm and waterproof – perfect for winter playtimes.

PAYMENT FOR ART WEEK, SCIENCE WEEK AND FRIENDSHIP DAY

As the previous few years, to reduce the number of times when we ask you for contributions, we have lumped together the payments we request for Art Week, Science Week and Friendship Day, and are asking you to make one payment of £6.00 to cover all three events. Please send this payment into school before half term, together with the attached slip from the bottom of this letter.

Of course, as always, if you are experiencing financial difficulties and are in receipt of Job Seekers' Allowance or Income Support, please come and see me or Mrs Douch in confidence to discuss what help we may be able to give you.

PUNCTUALITY

We are working with the children to help them to understand the importance of arriving at school on time. We have explained that lateness is a form of bad manners and that when children arrive late, it makes a poor start not only to their day but also to everyone in the class. Children should arrive at school from 8.40 am onwards (not before this time, please, as they are not supervised). They need to be on the main playground ready to line up at 8.50 am. Any children who arrive at school after 8.50 should come to the main entrance by the office as the other doors will be closed

once the last class has gone in. Children arriving after this time will be marked late in the register, their names will go into our "late book" and we shall be in touch with the parents of persistent offenders!

Children in Reception Class need to be waiting outside the side gate by 8.50 am at the latest, so that they are ready to come in to their classroom when the bell rings.

Yours sincerely

Mrs Jane Cowley
Headteacher