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NEWSLETTER NO. 01

Date: September, 2009

Ref: News 01 Sept09



Dear Parents,

Dates for your Diary

Monday 28th September

Tuesday 29th September

Tuesday 6th October

Tuesday 6th October

Thursday 8th October

Friday 16th October

Tuesday 20th October

Friday 18th December

School Term Dates:

Monday 26th October

Monday 2nd November

Friday 18th December

Tuesday 5th January 2010

Monday 15th February

Thursday 1st April

Tuesday 20th April

Monday 3rd May

Monday 31st May

Wednesday 21st July 2010

Elm and Willow Class Bible exhibition at Baptist Church

Holly Class Bible exhibition at Baptist Church

Start of Book Fair week

Parent Consultation Evening times to be confirmed

Parent Consultation Evening times to be confirmed

'Jeans for Genes' Mufti Day

School photographers in for individual photos

Whole School visit to Grove Theatre for 1.30pm performance of Cinderella

Half term week begins

School closed for staff training

Break up for Christmas

Spring term begins

Half term week begins

Break up for Easter

Summer term begins

May Day Bank Holiday

Half term week begins

Break up for the summer holidays

We would like to welcome the children and their parents who have joined us this term, both in the 4+ and throughout the school. We hope you will soon make some good friends and enjoy your time at Watling. We would also like to welcome our new members of staff who have joined us this term: Mrs F. Martin and Miss T. Cross who have joined us for the current academic year. We are very fortunate to have them for increased flexibility, teaching support and opportunities. Both are Graduate Registered Teachers who have had teaching experience in other schools and we have been entrusted as a training school to complete the very last part of their training. They will be fully supported and supervised by our teaching staff throughout their time with us and mentored by Mrs Dyke. We are sure you will make our new members of staff really welcome.

NEW ARRIVALS

We are pleased to announce that Mrs. Youngs gave birth to a baby girl (Isabelle) during the summer holidays. We are sure you will wish to join us in our good wishes to Tracy and Alan on the birth of their daughter.

NEW ADMISSIONS FOR SEPTEMBER 2010

If you are interested in a place for September 2010 please contact the school office. We have been advised that we will receive the admission application forms from Borough Hall in October 2009.

MACMILLAN COFFEE MORNING

The staff are planning to raise money for this worthwhile charity on Friday 25th September. If you would like to pop into school from 9.00am for a cup of tea and piece of cake, all proceeds will go to Macmillan Cancer Care. This will take place in the dining hall. Many thanks.

At the beginning of each academic year we like to mention one or two of our normal rules and procedures:

Arrival at school for all:

Please enter the school grounds via the small gate and use the path which passes the 4+ entrance. Please note that access via the main gate is for visitors to the School Office only. Thank you.

Arrival at school – Year 1 – 4 children

Please ensure that your child arrives at school between 8.45 a.m. and 8.55 a.m. when a member of staff will be on duty. The rear door opens at 8.45 and children can hang their coats up and then go to their classroom to sit quietly with a reading book to wait for start of registration.. It is quite in order for you to leave the premises to avoid unnecessary congestion by the playground doors and steps.

4+ Unit children – Please arrive by 8.55am and wait in the walkway by the 4+ Noticeboard to be greeted by the 4+ staff.

Late arrival at school –

If your child arrives at school after 9.a.m. and the rear playground doors are closed, please report to the Office, so that we can ensure your child has his/her registration mark. We also need to note in our 'Late Book' the reason for late arrival. The Education Welfare Officer checks the 'Late book' on a regular basis, and will contact you if they have a concern about the number of 'lates' your child has.

Collection of Children at the end of the day -

Year 1 – Year 4 children, please collect your child from the rear school playground between 3.25 and 3.35 p.m. and make sure your child has informed their class teacher that they are leaving school premises. If you know you may be slightly late (appointments etc.) please inform the class teacher in writing. **Please be prompt as after school supervision is not possible due to various staff meetings..** If your child is being collected by someone who is not on your 'contact list' please inform the office, and the teacher will be notified that you have authorised your child's collection by someone else.

4+ Unit – children should be collected from the 4+ playground area at the front of the school by 3.20 pm.

Absences –

If your child is absent from school due to illness, or emergency Doctor's appointment, please telephone the school as soon as you can, so that we can mark the register correctly. If your child is away for more than a day, please send in a letter confirming their absence on the first day of your child's return to school.

Could we please enlist your total support in reaching our attendance target of 95.3% set for us by our Education Welfare Officer for the forthcoming year. Our performance in this area is continually monitored by OFSTED in any future school inspection. It is imperative that we all work together to achieve this target by ensuring that all children attend school regularly to enable them to access their full educational entitlement. We have been complemented on our 'good practice' and aim to build on this success. We look forward to a close working relationship in tackling this attendance target, and to your ongoing support. Children receive certificates for 100% attendance on a termly basis.

Sickness and Diarrhoea –

We have been advised by the Health Protection Unit that children should be kept away from school for at least 48 hours AFTER the symptoms have stopped.

Health & Safety:

Shoes – please ensure that your child attends school with appropriate footwear (not trainers).

Jewellery – Jewellery is not appropriate at school for various reasons, however if your child wishes to wear a watch, make sure it is a cheap one!

Earrings – We appreciate that a number of children have pierced ears, and would recommend that you ensure they have a special pair of small studs for school use only (not expensive ones!). If earrings come out during the school day, staff are not allowed to put them back, so please make sure your child is able to put their own earrings in. Thank you.

Long Hair - For health and safety reasons we would ask that all long hair be tied back off the face in a pony tail, bunches, or plaits. This can help prevent the spread of Headlice in school.

Headlice –

Should you ever notice that your child has Headlice, please notify the school, so that we can alert others to be extra vigilant in the eradication of this PEST! Please do not feel embarrassed, as it is a problem in all Lower Schools.

We do NOT name and shame.

Lost property –

Names please on all items of clothing – this makes it easier to return items of lost property to its rightful owner. Any unnamed lost property will be recycled.

School Car Park –

Due to the limited space the car park is for School Staff Only. The only exception would be for disabled parking which has a designated area at the front of the school.

Sending money into school –

Please ensure that you send money into school in a sealed envelope, clearly marked with your child's name and class.

Dinner Money should be in a separate envelope as this is collected by the Catering Company who provide the school meals. Cheques to be made payable to “Eden Services”

Dinner Money procedures-

Dinner money should be sent in at the beginning of each week, to ensure that your child is reserved a meal. Should you get into arrears, the Catering Company will be unable to provide a meal for your child until the debt is cleared.

PE Kit –

It is normal procedure for your child's PE kit to be brought into school each Monday morning, and to remain in school until Friday afternoon. If your child's PE kit is not in school, they will not be allowed to take part in the lesson/activity. There are occasions when we have extra activities during the school week, when PE kit may be required e.g. in school Football or Tennis coaching by exterior organisations.

School Uniform –

Just a reminder that the winter uniform for girls includes the option for them to wear school-style grey trousers. Other styles/colours are not considered to be 'school uniform'.

Contact Details-

Parents please make sure that our contact telephone numbers are always up to date. It is very distressing to a child when we are unable to get hold of anyone e.g. if the child is ill.

Cycle to School (This also includes scooters)

If your child wishes to cycle to school you must obtain a permit from the school office. Your child **MUST** dismount at the school gates and walk their cycle along the path to the cycle shelter on the school playground. Any child caught riding their cycles on the school premises risk losing their permit. Thank you.

ICT EQUIPMENT

I am please to inform you that over the summer break Watling has had a complete revamp of its ICT equipment. As well as brand new computers in every classroom, ICT suite and the office we have had five new photocopiers installed.

Shortly all of our interactive whiteboards will be replaced and we will be getting a brand new screen in the hall with a ceiling mount projector. Also we will have a new digital signage system installed in the entrance hall that we will be able to maximise for school publicity.

This is really good news to start the term with and we hope that all of the new equipment will be fully in use as soon as possible and this will benefit all of our pupils and indeed the adults who work in school.

I am sorry this first Newsletter of the Academic Year is so long, but we hope this will avoid any confusion for any of our new pupils and parents, and keep our existing pupils and parents up to date if there have been any minor changes in procedures. Newsletters are posted on our school website on www.watlinglower.ik.org , should you ever need to refer back.

Yours sincerely,

Ian Black
Headteacher

If you require this newsletter in alternative formats or larger print, please contact the office.