

CHEAM PARK FARM INFANTS NEWSLETTER

Welcome Back

A big welcome to all our new children and their parents and of course it is especially good to see so many familiar faces again. I hope everyone had a lovely summer.

As the term progresses I will try to meet as many new families as possible. Please introduce yourselves to me and gradually I will start putting names to faces. This newsletter is very long and contains a lot of ongoing information. Please keep it safe to refer to at other times in the year.

Child Care Facilities

You are all aware of Rainbow Risers. We have increased the number of children we can look after in this facility and now Sue Lark, Wendy De Putron and Debbie Munns are all working full time. Should you need to use this facility please speak to Jane Quigley in the School Office. Chestnut Club is our child care facility which runs from 3.10 – 6.30 pm. The manager is Luke Evans who can be found in Rainbow House every day after school. Alternatively please contact JANCETT to place a booking.

Summer Home learning



A big thank you to all those parents who helped their child complete the Summer Holiday Diary and sent it in to school. The work is very

interesting to read and hopefully has made a difference to the children's writing and confidence. I was particularly impressed as so many boys have written in their diary this year. Well done everyone, they are a great memento of this year's summer holiday.

Entering and leaving School

All Year 1 and 2 children should enter the school via the main entrance in the morning. If there are any reluctant children I will welcome them and then ensure they are escorted to class by a member of the office staff. We request that you do not wave or peer into the class windows as this is distracting for the children within the classroom.

It would also help if you could move out of the way of the children walking from Rainbow House into the school from Breakfast Club. The staff find it quite difficult to manoeuvre the line of children when there are a lot of parents in the way.

To ensure all the children access school safely I suggest parents who have a query speak to the school office rather than me. Once all the children are safely in the building I am more than happy to meet with parents. The office staff will ask parents who wish to speak to me to sit on the blue settee for a couple of minutes to wait.

At the end of the day the children will be brought out to the class spot. Each child must say goodbye

to the class teacher before they leave so that the class teacher is aware of them leaving. Please ensure you stand as far back as possible so that teachers and children can see every face. Please inform the school by letter if a regular person other than your self has permission to pick up your child. If your child is being picked up for a one off occasion please inform the school office so they can pass the message to the class teacher via the Blue book system. All children should be picked up at 3.10pm. If you know you are going to be late please inform the school office. However we only expect this as a one off. We do not expect children to be picked up late. If your child is regularly left in the school office we will take them over to the after school club – Chestnuts. You will be charged for the care of your child should this happen. All parents should make appropriate provision to ensure their child is picked up from school at the right time.

Teacher PPA, management and courses

All teachers are allocated 10% (a morning or afternoon) non contact time to plan and prepare lessons. Some staff are given management time as well to enable them to carry out their roles within the school. To cover all these lessons we have Mrs Young (teacher), Mrs McGauley, (teacher), Michele Weekes (HLTA), Nicky Bastin (HLTA) and Carolyn Clayden (HLTA). The children will be very

well aware of who teaches their class and all teachers will have planned the work so there is continuity.

Many teachers and TAs also attend a range of courses to update their educational knowledge. These days will be covered by our bank TA staff or supply teachers such as Mrs Keefe, Mrs Pritchard or Mrs Bhatt. We rarely use agency staff for staff absence.

Sue Collins provides focused support to small groups of children in the afternoons, the focus this term will be in Year 2; Linda Edwards and Nicky Bastin will support children who have English as an Additional Language (EAL).

Sue Collins and Tracey Day provide Social and Emotional Aspects of Learning (SEAL) support. All parents of children who receive support over and above that received in class will receive a letter to inform them of who will be giving the support and what the focus will be.

Governor News

I am delighted to inform you that we have appointed a new parent governor. Liam Bell, father to Henry Bell (Yellow) and Freddie Bell (Nursery pm) has just started a four year term and is looking forward to working closely with the school.

Dates

Please see the diary dates for this term. They were sent to families already in the school at the end of last term. All new children should have received a copy by email as they started school. If there is anything anyone is unsure of please ask the class teacher or office staff for clarification.

School Closures

The school will be closed for the children on these days.

Inset dates

Monday 2nd November 2015

Monday 4th January 2016

Monday 11th April 2016

Thursday 21st July 2016

Sharing Assemblies

at 9.00 a.m. in the hall

25th September 2014 Sapphire

2nd October 2014 Indigo

9th October 2014 Yellow

15th October 2014 Purple

23rd October 2014 Green

13th November 2014 Orange

20th November 2014 Blue

Each class will take part in two sharing assemblies during the year.

Parents are invited to these.

Seating is provided at the rear of the hall. Please do not sit on the benches as children and teachers use these. Many parents choose to record these assemblies.

Please respect the way the children come into the hall and keep quiet as they enter. We prefer that young children do not come to these events. However if you are unable to find child care, toddlers and babies need to be very well behaved as it is very distracting for the children when young children or babies are crying or shouting. Please leave the hall if your child is making a noise. We also ask that the audience claps at the end of the assembly, rather than throughout the performance.



Talent Show

On **Tuesday 6th October** Miss Thorndycraft is organising a Talent Show in assembly. If any child has an act they would like to share with the rest of the school please let Miss Thorndycraft, Sapphire Class know. The act can be a dance, playing an instrument, a song or

something completely different.

The performance must be no longer than 2 minutes and all props, music etc must be provided by the family.

Payment for School Activities and Services

All School Activities / Services such as school trips and school fund should be paid for via parent pay.

All new parents will receive an activation letter which will include a user name and password and instructions on how to access the website www.parentpay.com



School trips

We have organised a number of school trips for this term. You will be informed by letter prior to the trip. We are aware that school trips can become very expensive and we endeavour to keep the cost down as much as possible. If a family has financial difficulties we prefer that parents discuss payment plans with the office and make at least a small contribution to the overall cost rather than not paying at all.

Should we require extra help with these trips we chose parents who help regularly in class as they have a current DBS.

School Packed lunches will be offered on all school trips.

Curriculum Weeks

Curriculum weeks are when the normal school timetable is suspended for part of the time and the whole school focuses on a particular subject. Information will be sent out before the date to let you know about special events organised.

This term we have

Book Week 19th – 23rd October.
This will be led by Kate Ashworth and Kelly Wight.

History Day 4th November

This will be led by Charlotte Osborne Hall and Emma Lane.



Birthdays

We all love the children celebrating their birthdays but I'd like to remind you to give out invitations in the playground before and after school rather than asking staff to do it. As we are a 'Healthy School' where possible we encourage no sweets. This means if you would like to give the children in the class a gift please make it a donation of a book to celebrate your child's birthday.



School Council

Each week 3 children are chosen from each of the Year 2 classes to represent their class views. Prior to this each class will have discussed the issue of the week and taken minutes. The chosen children meet in my office on a Wednesday. Over the year all children in Year 2 will have a turn.

Topics for discussion include:

Caring for people

How to be a good friend

Bullying

Why do we have a harvest festival?

What do you think of the new playground?

Do you think marking helps you with your work?

Firework Safety

Remembrance Sunday

Darkness

Giving and receiving presents

Playground Monitors

Again in Year 2 each child has

the chance to become a Playground Monitor. They have special tabards which they wear. During that time they befriend any children who have no one to play with or perhaps take children to the First Aid post when necessary.

Pupil Premium

I would like to remind all parents who are eligible, to apply for the Pupil Premium Grant. This grant enables the school to provide additional support to our children where needed. Examples of this are, access to extra-curricular clubs such as football, swimming and athletics, loan tablets for those children who cannot access the curriculum at home and additional support with specific areas of the curriculum.

Any family in receipt of the grants listed below are eligible to apply for this grant, which is then allocated to our school.

- IncomeSupport
- Income based Job Seeker's Allowance
- Employment & Support Allowance (**must be Income Related** and not Contribution Based)
- Child Tax Credit **with no Working Tax Credit and where the household income is less than £16,190**. You do not qualify if you are in receipt of Working Tax Credit unless you are newly unemployed, when you can receive Free School Meals for four weeks on production of a Tax Credit Decision Notice from HMRC. You will be

required to produce other evidence to prove eligibility after this date.

- Guarantee Pension credit
- NASS cards & Immigration papers

If all parents who are eligible apply for Pupil Premium, it may result in the school receiving substantial funding which will be used for the benefit of the children, so please apply.

Applying for this grant is very simple, it can be done online at www.sutton.gov.uk/freeschoolmeals or you can telephone 0208 770 6953 and select the free school meal option. If you feel you would like support in applying for this grant please contact Mrs Moylan (School Business Manager) at the school, who will be happy to go through this process with you. All applications are confidential within the school.

Lunch with your teacher day

On **Thursday 1 October** the teachers and staff will be eating lunch with their class. This is a great opportunity for those children who don't usually choose a school lunch to eat and be supported by a range of adults. We would like to encourage as many children as possible to take up the offer of a free school meal on that date. If you have any concerns about your child partaking in this event please talk to the class teacher who will be able to reassure you. The menu for that day will be one of the children's favourite

Roast chicken

Halal chicken

Vegetable cottage pie

Carrots

Parsnips

Roast potatoes

Chocolate fudge cake

Parent lunch

Parents are invited in to try a school meal on **21st October** and **18th November**. If you would like to take up this opportunity please contact Barbara Littlewood in the Office.



Packed Lunches

For those children who do still bring in a packed lunch you may have noticed that your child brings home some of their lunch, as we encourage the children to take home uneaten food. This enables you to see exactly what your child is eating at lunchtimes and adapt their lunch accordingly. We ask that packed lunches include healthy options in line with our Healthy School status. Children should not bring fizzy drinks or chocolate bars to school.



Nut Allergies

We have a number of children with nut allergies in school which means that all staff and parents must be vigilant about ingredients we use in school and items put into lunch boxes. No nuts should be put into packed lunches.

Volunteers

Helpers are always needed around the school. If you can spare some time please do come in and see the office. All

helpers require a DBS check.

We are holding two meetings for all new parent helpers and students on **Monday 21st September in the hall at 1.30pm** or **Wednesday 11th November in Rainbow House at 1.30pm**. Volunteers must attend these meeting and an interview prior to working in class.

If you have already volunteered in school and have taken all the relevant checks you may begin again as soon as possible. It may not be possible for you to volunteer in your child's own class as we try to share the number of volunteers equally across the school. Please give your name and availability into Jane Quigley in the school office as soon as possible so rotas can be drawn up.

Volunteer Reading Meeting

Mrs Ashworth will be holding a short meeting at **2pm on Tuesday 17th November**, in the meeting room, for all volunteers and students. This will focus on hearing children read in class.



Regular Reading

We encourage all children to read regularly at home to parents and carers. Please record what your child has read every time they read. The school books in Reception and Year 1 will be changed three times a week on Monday, Wednesday and Friday. Year 2 children take responsibility for changing their own books. If your child reads 3 times a week, every week of term they will receive a special certificate from their teacher at the end of the term. Please do not attach anything such as a key ring to your child's book bag as they all get in a muddle in the box.



School uniform

School uniform can be purchased in high street shops, from our uniform supplier in the playground

via the internet provider.
www.schoolwearinc.co.uk
Regular sales are posted on the notice board outside the office.
Tuesday 15th September
Tuesday 29th September
Tuesday 20th October

All clothing needs to be clearly labelled. The lost property container is located near the main gate in Molesey Drive. Ensure that you put the lid on properly to avoid items getting wet.

Please send your child with a coat and sensible shoes as the weather can be unpredictable. No jewellery should be worn in school. Stud earrings need to be covered or preferably removed for P.E. We also ask that boys do not have shaved or patterns in their hair.

Only water should be sent in bottles for class use. We will not allow children to drink squash in class.

School Fund

This year we will continue to use the money collected from the school fund for special activities. These include funding artists, theatre workshops and other visitors during curriculum weeks. We hope everyone contributes their £8 per term or £24 a year to help us. We ask that families with two or more children contribute a total of £35 over the year. This should be paid via Parent Pay.



School Travel Plan

As you know we encourage families to walk, cycle or scoot to school where possible. Every child in Reception to Year Two will be

receiving scooter training as part of their games lesson.

I would like to remind you - cycling and scooting are not permitted in the school playground. Anybody caught doing so will be asked to leave their scooter outside the school gates and Golden Time will be taken away.

-please park bikes and scooters safely and securely and ensure they are clearly named.

Stopping or Parking on the yellow zigzags is illegal and is endangering your child. Please park safely. Walk to school and save petrol, if you can!



PTFA Events



The PTFA will be holding their first meeting on **Tuesday 22 September at 8pm in Rainbow House.**

A Family Disco will be held on **Friday 2nd October**. There will be a cake sale and second hand uniform sale on **Friday 9 September** after school.

The **PTFA AGM** will be at **8pm on Tuesday 13 October in Rainbow House.**

The Christmas Fair will be **Saturday 5th December 2015**
Details for all these events will be sent out by the PTFA.



School Photographs

The school photographer will be coming in on **Tuesday 10th November**. **Details to follow**

Attendance

You will be aware that the school is no longer able to authorise any holidays. Very rarely I am able to authorise leave in exceptional circumstances. You must complete a 'Request for Special Leave' form which are available from the Office Reception Area or the school website in order for me to sanction any such requests.

Every day is important in school. Your child will receive a certificate and prize for 100% attendance in July 2015 if they come to school all day, every day this year. During the year we will reward termly 100% attendance with certificates.

Each week in assembly we also award classes with a head teacher's certificate for full attendance. The children are really pleased with themselves if their class achieves this.

Last year our attendance figure was 96.3%. This is below the school expectation of 96%

Safe guarding children

It seems timely to remind all parents that we consider Cheam Park Farm Infants a safe place for children. All staff have attended child protection training in the last three years. This training is routinely updated. The designated teacher for child protection is myself and Heather Young is the deputy should I not be on site. Shan Moylan is the child protection governor. If a disclosure is made by a child, if a mark is noted on a child or if another adult makes an allegation regarding a child protection issue it will be dealt with by myself. It will also be discussed with the parent of the child. It will

be reported as necessary to Children's services, following advice and a risk assessment. All incidents are recorded and securely stored.

Foundation Stage Parent Workshop Package

The following package of workshops has been designed by teachers at our school to ensure each child has the best start to their education. Parents will become familiar with the curriculum, how we work with the children and you will also be given ideas of ways to support children at home.

Play workshop

Thursday 24th September
1.45 - 3.00 pm / 7.00 - 8.30 pm

Maths workshop

Tuesday 29th September
1.45 - 3.00pm / 7.00 - 8.30 pm

Computing workshop

Monday 5th September
1.45 - 3.00 pm / 7.00 - 8.30 pm

Phonics workshop

Thursday 8th October
1.45 - 3.00 pm / 7.00 - 8.30 pm



Reminders

If your child suffers from asthma they must have an indate, spare inhaler in school at all times. These should be given to the office who will store them securely. Please check on a yearly basis that the inhaler is still fit for purpose.



Please leave buggies and prams outside the school buildings, as it could be very hazardous in an emergency.

No pets in the playground please especially dogs!

No smoking is allowed anywhere in the school or grounds.



As we start a new school year I would like to urge parents to remember to park thoughtfully and not park in front of the local residents' drives. We also encourage parents not to park on the raised hump outside the school as it is considered a safe place for families to cross. We have been awarded the Outstanding Accreditation for our school travel plan and would like to see as many families and staff as possible walking, cycling or scooting to school.

If you would like this news letter and other information sent to both parents separately please ensure the school office has both email addresses. Alternatively look on the website

www.cheamparkfarminfants.org.uk as news letters are always posted there. You will also find policies and down loadable forms here.

If you prefer to correspond with the school by email rather than phone please to do so, it is checked daily office@cheamparkfarminfants.org.uk.

uk.

Best wishes,
Alison Day, Head teacher