

Wiveliscombe News



16 September 2016

Achievement Certificates – Roll Call of Honour

Robert Myram, Harley Ormerod, Levi Jackson, Jason Spiller, Rosie Denslow, Ben Rottenbury, Bertie Thorne, Arthur Irvine, Ben Pursey, Elijah Thompson-Farley, Charlie Thorne, Luke Barrington, Madeline Rome, Millie Ekless

Future Dates for your Diary:

Wed 21 September – Games Festival, Kingsmead – Hazel class

Wed 21 September – Reception children – Class Photo - Somerset County Gazette

Thurs 22 September – Y6 PE Festival, Norton Manor

Tues 27 September: 6.45pm-8.45pm – Y6 Kingsmead Open Evening -for details see letter from Kingsmead given to Y6 children earlier this week

Mon 26 – Wed 28 September: 9.15am-10.30am – Y6 Kingsmead Open Days – for details see letter from Kingsmead given to Y6 children earlier this week

Thurs 29 Sept – Yr 1 NHS Vision Test

Tues 18th & Wed 19th Oct – Parents' Evenings – more information to follow

Monday 10 October – Harvest Festival – more information to follow

11 October – School Photos (individual & siblings) – more details to follow

21 October – Last day of Term 1

31 October - Back to School

Welcome back to the new school year!

A special welcome to our three new teachers – Miss Malone in Y1/2, Miss Howard in Yr 4/5 and Miss Webber in Y3 – we hope you very much enjoy and have a successful time here.

And of course we especially welcome the 30 Reception children who are joining us this term. We hope that we can make each day of their next seven years here happy and worthwhile. As it is with every cohort, it will be a privilege and a pleasure to see these children grow and learn over their time with us.

SENCO

Hello, my name is Mrs Geary and I am the new SENCO. If you have any questions or concerns regarding your child please come and see me. I will be on the school gate on a Monday, Wednesday and Friday morning (with my diary!) for you to arrange an appointment to see me.

Best Wishes, Mrs Geary

Congratulations Mrs Ker!

Mrs Ker has recently informed us that she will be expecting a baby in the Spring term, and is happy to share the good news with the school community. We are expecting Mrs Ker to stay with us until spring half-term, at which point we plan for a seamless transition to her replacement.

Academic Calendar for 2016/2017

Attached to this newsletter is the academic calendar for next year (including inset days) for your information.

Parents' Evenings

We have set **Tuesday 18th and Wednesday 19th October** for our Parents' Evening this term. They are at this point in the term to allow children the time to settle into their new classes and for teachers to get to know them - however, please remember that you can arrange an appointment to see your child's teacher before this if you wish to discuss anything more immediate.

Further details will be sent out nearer to the dates of the two evenings.

School Uniform

As you will be aware our school uniform supplier is now School Trends. Orders need to be placed and paid for online by the 15th of every month and will be delivered to school (free of charge). They will be available for collection from the school office at the end of each month. We would be grateful (due to lack of space) if you could collect your order promptly.



If you do not have access to a computer please contact the School Office.

We will keep sample sizes in the School Office for you to look at/for your child to try on. If you are unable to pop in to school, contact the school office who can send your child home with a sizing guide.

School Post Box

There is a pink(ish!) post box which is emptied daily located by the School Office for parents and children to return forms (for example, term-time absence request forms, menus and club slips).



Important - Please do not post envelopes containing CASH - just CHEQUES - thank you 😊

For CASH payments, you can either send the payment (in a securely sealed marked envelope) to school with your child to give to their class teacher or hand it to a member of the School Office.

If you are returning a form along with payment, please ensure you put it in a securely sealed envelope with your child's name, class name and remember to state what the payment is for.

Email addresses

Please let the office know your email address if you have one, as the vast majority of our home / school letters will be emailed home.



The letters also appear on the school website <http://www.wiveliscombeprimary.org>

New School Email address

The school email address has changed to wiveliscombeprimary@educ.somerset.gov.uk

Please feel free to email the school if you have any non-urgent queries/messages. If you have an urgent query/message to give to your child we recommend you phone the school (rather than email).

Twitter

You can follow us on Twitter to keep in touch....we are wiveliscombeP



Teachers are using it more and more to broadcast what their class is doing. The feed is also automatically fed to the School Facebook page, so have a look there if you don't like Tweeting!

Contacting School during the School Day

If you need to contact the school to give an important message to your child / children or class teacher, could you please, whenever possible, phone before 12 o'clock? The message can then be placed in the class register and given to your child/children at afternoon registration without interrupting the class.

Thank you in advance for your support.

School Menu

Yesterday (**Thursday 15th September 2016**) was the deadline for the latest menus to be returned to school. If you would like to return a menu for your child but haven't already done so, please hand it to a member of the Office as soon as possible.

School Meals

The current menu can be found on the school website should you ever need to refer to it.



All school meals should be paid for when returning the menu. Millennium Catering are flexible with payments and will accept post-dated cheques (if you prefer to pay monthly) or you can pay weekly if that's easier for you. If you choose to pay weekly, please note this when returning the menu and hand your weekly payment to the school office in an envelope addressed to Millennium Catering with your child's name and state the amount of money enclosed.

Cancelling school meals if your child is absent

If you have ordered a school meal for your child but they happen to be absent from school that day because they are poorly, we would like to remind parents to contact Millennium Catering by 9.30am that morning to cancel it. They will then credit your account. Otherwise you will still be charged for a meal for that day. The telephone number for Millennium Catering is 01278 444445.

If you know your child will not be in school (during the lunchtime period) because they are attending a sporting activity for example, and it coincides with a day you have ordered a school meal, then again, you need to contact Millennium Catering as soon as possible to cancel it by either phoning them on the above number or emailing

them on leighton@millenniumcatering.co.uk If you don't notify them, you will still be charged for the meal.

When a school trip has been arranged, the School will contact Millennium Catering and cancel school meals for the relevant year groups. For EYFS and KS1 children (except those who have opted out), as part of their entitlement to Universal Free School Meals, the School will also arrange for Millennium Catering to prepare packed lunches for the children to take out on the trip (unless the school inform you otherwise).

Universal Infant Free School Meals (UIFSM) - KS1 children



Since September 2014 every infant child in Reception, Year 1 and 2 (KS1) is entitled to have a free meal at school. If you would like your child or children to receive a free meal at school and you have not already completed and returned the UIFSM application form and menu please contact the School Office.

Please note - If you have a child who is now in Year 3 (KS2) remember that your child is no longer entitled to a free school meal. If you think you may be eligible for Free School Meals (income related), again please contact the Office.

Free School Meals

I would like to take this opportunity to tell you about registering for free school meals. If you are eligible for free school meals (based on the household income) your child has the choice of a hot meal or sandwich option. If you would like to check if you are eligible please obtain an application form from the school office, then either return to the school or direct to County Hall. There is no need to provide evidence as the Local Authority, who administer the process, will check your eligibility using your National Insurance number.

School Day Hours (8.45am – 3.15pm) and Late Arrivals

Registration is taken at 8.45am. Children are welcome to go straight to class any time between 8.35am and 8.45am. We understand that there may very occasionally be events that are well beyond your control which result in your child being late for school. However, persistent lateness is not excusable, and over time does impact on children's education and can be disruptive to the class.

If your child arrives late to school (after morning registration at 8.45am) **please ensure you/your child**

records their name and time of arrival in the red book at Reception. This is extremely important so we know exactly who is in school for Health and Safety reasons.

If we needed to evacuate the School in the event of an emergency, we may not have any record of your child being on the premises if they were not in class for registration and not signed in the red book and recorded their time of arrival!!

Please note - If your child arrives 30 minutes after the register has been taken, they will be recorded as an "unauthorised" late mark.

Absence

Please remember to phone the school after 8.30am (but before 9.25am) if your child will not be here for registration and you have not already notified the teacher or the school office. This is particularly important if your child has a medical or dental appointment and may be arriving at school late.



If your child is poorly and will be absent from school, it is a legal requirement that you inform the school of your child's absence as soon as possible. Please let the Office know your child is going to be absent from school by 9.25am together with the reason for absence. This avoids us having to telephone you.

Attendance

For any term time leave an application for authorised absence form needs to be completed and handed into School as early as possible.

Authorised absences can only be granted in exceptional circumstances. The legislation states schools can grant up to a maximum of 10 days authorised holiday absence at the headteacher's discretion. At WPS, we will consider each request for leave of absence on an individual basis. Leave will not be granted during SATs, other key times during the school year, or if your child's attendance is less than good.

Term-time Absence Request forms can be obtained from the School Office.

Stomach Bugs

Please do not send your child to school until 48 hours after the last episode of diarrhoea or vomiting. This avoids the risk of it spreading to other children!



Administration of Medicines

If your child needs medicine during the school day, please note we are only able to administer *prescribed* medicines, and need to have an "Administration of Medicines" form completed in advance by you. These forms can be obtained from the School Office.



Private Music Lessons

We have private music lessons that children can attend at school. As they are private lessons there is a charge – if you would like more information regarding this, please contact the school office. Music lessons that are available are: drums, guitar, ukulele, flute, fife, piano and saxophone.



Cancelling music lessons due to absences –

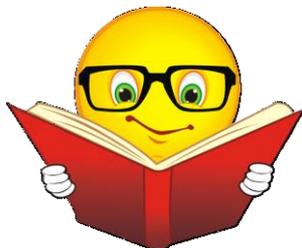
If your child is unable to attend a music lesson due to illness, please ensure you **contact the music teacher direct by telephone or email by 8am that day.**

If your child is unable to attend because they are going on a trip, again contact the music teacher direct (by either telephone or email) to cancel the lesson, ensuring you give plenty of notice.

If you do not let the teacher know in good time then you will be billed for the music lesson.

Do you love reading?

Would you like to volunteer to help some children to love it as much as you do? Do you have some spare time each week that you could commit on a **one to one** basis? If so, we would love to hear from you. Training and guidance will be provided, all you need is to love reading and children.



If you are interested or know somebody for example, grandparents who may be, please speak to Mrs Laws who will be at the school gate every morning.

Reminiscence Learning

Fund Raising Event – Archie's Record Breaking Birthday Party – Sunday 2nd October 10am – 4pm, Goodlands Gardens, Taunton

The majority of you will be aware, over the last year the school has been involved in supporting Reminiscence Learning (a charity who specialise in dementia) in raising awareness of its causes and impacts. Children in Y3 and 4 get involved in the Archie (The Scarecrow) Project to raise their awareness of dementia, and Y4 children visit the residents at Pulsford Lodge.

Reminiscence Learning have organised a fundraising event (as detailed above), which is a Guinness world record attempt on the most people dressed as scarecrows at the same time in one place. They would like to encourage as many children and adults to join them for a fun family day, including a duck race, and invite children aged 7+ years to join them dressed up as a scarecrow.

Please see the information (attached) from Reminiscence Learning, which provides more details about the event and entry and permission form for adults and children age 7+ to participate in the record attempt. Spare copies of the entry and permission form can be obtained from the school office.

Completed forms should be returned to the School Office by **26 September 2016.**

There will also be a duck race on the day (3pm), and to help support the event we have agreed to sell ducks, here at school on their behalf. The school will benefit from 10% of the sponsorship raised.

Prizes are: 1st prize - £300, 2nd prize - £100 and 3rd prize - £50

Ducks cost £2 each or 3 for £5

If you or your child would like to purchase and name a duck, the race sheet will be available for completion from Monday 19th September at the School Office.

For more information visit www.reminiscencelearning.co.uk

Thank you in advance for your support.

Archie and the team at Reminiscence Learning & Wiveliscombe Primary School