



Newsletter 14th September

Welcome Back!

Welcome back to school after a typical British late July and August after the incredible weather we had in May and June. It has been great seeing the children coming back so smartly dressed, and staff have worked very hard over the summer to get the school tidy for the start of term.

In my welcome assembly on the first day back I talked to the school about a clean slate: the chance for some children to make a fresh start, and for all to make a good start to the New Year. Our new “Good to be Green” charts actively promote, praise and reward positive behaviour. I set three targets for this year for everyone here: being tidy; being polite and caring; and doing our best. Going into classes over the last week it has been great to see staff and children working hard to achieve those three goals.

Mr Duncan

SENCO

I am now the schools SEN co-ordinator. Mrs Geary and I plan to work together over the next half term to ensure that we meet the needs of your children. If your child has already been identified as having special educational needs, your child's class teacher will be writing a new individual care plan to support them; this will be shared with you at a parents' meeting in October. If your child does not already have an individual care plan and you are concerned about them in any way, please talk to your class teacher. However, I will be in school every day and will usually be found in the playground before school, so please come and introduce yourself to me. I look forward to meeting you.

Best Wishes, Mrs Goodwin

Academic Calendar for 2017/2018

Attached to this newsletter is the current academic calendar for your information.

January						
			1	2	3	
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

School Uniform

If you have placed an order with School Trends over the summer, it will not be processed until the 15th September deadline. All 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 21 days after the 15th. We would be grateful (due to lack of space) if you could collect your order promptly.

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.

For more details about school uniform and how to order, refer to the school website or click on <https://www.schooltrends.co.uk/> or speak to a member of the office staff.

PE Uniform

A reminder of our PE uniform -
For PE children must wear: a plain T-shirt in the colour of their house; plain navy or black tracksuit bottoms, leggings or shorts; and trainers. For colder weather, children may wear a plain black or navy jumper. We appreciate that it can be hard to find completely plain sports items but please adhere to the policy as well as you can. The house colours are red for buzzards, blue for herons, green for magpies and yellow for skylarks. Children who do not have correct PE kit will not be allowed to take part in PE lessons so please ensure that your child has the correct kit.

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). This is here to save you having to queue at the window in the morning.

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.



Communication

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 Email address

The school email address is

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).

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>

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!

School Calendar for Parents

The School's diary of events is available on the school website. It can be found on the "Home Page" by clicking on "All events and term dates" underneath the "Calendar" heading.

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. Kingsmead Kitchen is flexible with payments and you can pay weekly if that's easier for you. If you choose to pay weekly, please ensure you inform Kingsmead Kitchen (via the contact details below) beforehand and send your payment to the school office in a clearly marked envelope (stating your child's name and amount enclosed) addressed to Kingsmead Kitchen.

Canceling 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 Kingsmead Kitchen (via the contact details below) 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.

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 Kingsmead Kitchen to cancel (minimum of one week's notice required). If you don't notify them, you will still be charged for the meal.

Contact details for Kingsmead Kitchen:

- Mrs Macyla Higgins
- Telephone: 01984 623483

Email: Macyla.higgins@kingsmead-school.com



When a school trip has been arranged, the School will contact Kingsmead Kitchen 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 Kingsmead Kitchen 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.

Alternatively, if you do not wish for your child to have a school meal, please ensure you inform the school office (if you have not already done so). 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

The current criteria to establish if you may qualify for free school meals (based on the household income) can be found online at www.somerset.gov.uk/freeschoolmeals (where you can also apply for free school meals). Alternatively, you can contact the school office for an application form.

Please note that even if you do not intend to claim a free school meal, we ask that you register your child's eligibility since this information is used amongst other things to attract government funding to the school (the 'Pupil Premium').

Attendance

For any term time leave an application for authorised absence form needs to be completed and handed into School at least three weeks prior to the first day of absence.

Authorised absences can only be granted in exceptional circumstances. At WPS, we will consider each request for leave of absence on an individual basis. It will only be granted in 'exceptional circumstances' and cannot be granted during SATs, other key times during the school year, or if your child's attendance is less than good. For further details, refer to the Attendance Policy on the school website.

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

Absence

Please remember to phone the school after 8.30am (but before 9.15am) 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 9.15am together with the reason for absence. This avoids us having to telephone you.



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.

Club Selection

To ensure that clubs are fun, safe and manageable to run, we will often limit numbers. Sometimes there is a maximum number on the clubs letter and sometimes when we have collated the clubs slips we find that we have too many children subscribed to a particular club/s. When this happens, priority goes to the children who have only signed up for that club and no other club. To fill any remaining spaces, we select children randomly to fill any remaining spaces.

Music Lessons

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.



Dyslexia Friendly School Award

In the last week of the Summer Term, we were assessed for the Dyslexia Friendly Schools award and we are very pleased to announce that we have been awarded our Dyslexia Friendly award. Huge thanks to Mrs Geary & Mrs Jones for their hard work preparing both the school and staff to enable us to get this award.



School Games Mark

For the fourth year, we have achieved a Gold Award in the School Games Mark. It was noted that we are providing 'extensive opportunities for our pupils' with both curricular and extra-curricular activity. Thank you to Mrs Ker for her hard work in securing this award yet again.



Unreasonable Behaviour Policy

The school has reviewed and updated its Unreasonable Behaviour Policy (for parents, carers and visitors) and the summary is attached to this newsletter. A full version is available on the school website.

Future Dates for your Diary

- **17 September – deadline for return of school menu (no menu = no meal so please ensure you promptly return your menu if you would like your child to have a school dinner)**
- **17 - 19 September (9.15am – 10.30am)** – Yr 6 Kingsmead Open Days (refer to Kingsmead letter for more details)
- **20 September** – Deadline to return Opt-Out Slip for NHS School Vision Screening - Yr 1
- **20 September (6.45pm – 8.30pm)** – Yr 6 Kingsmead Open Evening (refer to Kingsmead letter for more details)
- **25 September** - NHS Vision testing for Yr 1 Children (re-arranged date, original date 9 July)
- **26 September** – Year 3 visit to Taunton Museum
- **10 October** – School Photos (individual & siblings) – more details to follow
- **15 October** – Harvest Festival – more information to follow
- **26 October** – Last day of Term 1
- **5 November** - Back to School

We recognise our moral and statutory responsibility to safeguard and promote the welfare of all pupils. We endeavour to provide a safe and welcoming environment where children are respected and valued. We are alert to the signs of abuse and neglect and follow our procedures to ensure pupils receive effective support, protection and justice.