



12th September 2019

Welcome back to a new school year. First of all, may I say a big thank you for how lovely the children look in their smart new school uniforms. Please make sure names are in everything!

Diary dates and curriculum maps will be sent out soon to give you notice and information about events in school and what your child will be learning.

Could you please make sure that we have correct contact information in case of an emergency for your child, especially if you have changed phone numbers since the last time you gave us details.

The children were all given a new water bottle, PE bag and, as they have things to bring home, they will be given a book bag. (Key Stage 1 only unless your child in Key Stage 2 specifically requests one). Those who attended the Juniors received their bags before the holidays. Please make sure PE kits (white t-shirt – not crop tops, black shorts and trainers or sandshoes) are sent into school and we will transfer them into the PE bags.

As we start the school year we are welcoming a number of new staff to the team. Please note that Mrs Fenwick will be taking responsibility for Year 4 in the absence of Mrs Nolan.

Class	Teacher	Teaching Assistants	
Reception	Mrs Simpson	Mrs Jones	Mrs Kennedy
Year 1 / 2	Miss Gordon-Taylor	Mrs Rigby	
Year 2	Mrs Page / Mrs Laverick		
Year 3	Miss Smith	Miss Elliott	Miss Pope
Year 4	Mrs Nolan		
Year 5	Miss Bartlett	Miss Bell	
Year 6	Miss Hutton		Mr Cheng

Building Work Update

Internally all major work is complete and most boxes are unpacked thanks to a lot of hard work from staff during the holidays. The classrooms are finished and inviting. The corridor to connect the Reception classroom to the main school is nearing completion and external work to the gates and fence is ongoing. The work on the carpark outside of the main gates is due to start next week.

Breakfast Club

Breakfast Club is open each morning from 8am – 8.40am, accessed through the main entrance. There is a charge of 50p each day per child. Children who attend and do not eat still need to pay 50p to help cover the costs of the childcare. Cereal, toast and juice are available.

Active Breakfast Club will be available on Tuesdays and Thursdays – During these sessions the children play games and do sports with Coach John before having their breakfast.

School Times

All children should aim to be on the yard by 8.45am (the yard will not be supervised before this time). The whistle goes at 8.50am for the start of the school day and children should be collected at 3.15pm. Please come onto the yard to collect your child.

The Governors and I would like to stress that all children need to be kept safe so only if you give permission for your child to walk home on their own will we let them go on their own. This applies to Years 5 & 6 only and you

will need to complete the attached form to consent to your child walking home from school alone. All other year groups should be collected by an adult.

School Meals

Children in Reception, Year 1 and Year 2 are entitled to a free school meal. Children in all other year groups pay £2.05 per day (£10.25 per week) unless you are in receipt of certain benefits in which case a free school meal will be given.

Packed Lunches

Packed lunches should be balanced and healthy. Items not allowed are fizzy drinks, sweets, chocolate and chocolate bars. Exceptions to this will only be made on medical grounds with written confirmation from a GP. Children are permitted to have 1 biscuit, or 1 cake or 1 cake bar. Any excess or items not permitted will be returned home. Fresh water is always provided for all children at lunchtime regardless of the type of lunch they have.

Two weeks' notice is required if children wish to change from a school meal to a packed lunch.

Contacting School

We are using the Junior number – 0191 5864660 and our new website will be up and running soon.

Teaching staff will be available on the yard each morning from 8.45am and again at home time should you wish to pass on a quick message. If you need to speak to the teacher for anything else, please speak to them to arrange a mutually convenient time.

School Fund / Payments

Parents are requested to contribute a minimum of 50p each week to the school fund. This helps to pay for school visits, theatre groups, Christmas parties etc.

All money is collected on Monday mornings or on the first day back after a holiday. Please send any money in an envelope marked with your child's full name, the amount enclosed and what it is for.

We will be introducing Parent Pay this term. School items such as dinners, trips, uniform etc can be paid for securely online (debit or credit cards) or via Paypoint at many shops. Further details will be provided soon.

If you do not have access to the internet cash payments for all items can still be made at the school office.

Accidents and Bumps in School

Most of the staff in school are First Aid trained and they will deal with any bumps, cuts and grazes. In the case of a head injury, parents / carers will be informed by school via a telephone call so that they can monitor their child when they get home and seek further medical advice if necessary.

Jewellery

On health and safety grounds watches may be worn, but all other jewellery is not allowed (ear rings, necklaces and bracelets etc).

Class Dojo / Behaviour Policy

We believe in having a positive approach and will reward children for their achievements and good behaviour as much as possible. We want all children to enjoy school and learn about their rights and how to promote the rights of others so that we can all help to make our school a happy, positive learning place.

We are currently setting up the accounts and will be asking all parents to sign up to Class Dojo which we will use for communication between home and school, to showcase your child's work and to reward the children with

praise points for their efforts in school and for showing respectful behaviours. The points earned will result in certificates and can be exchanged for goodies from the Dojo Shop at the end of half term.

Our behaviour expectations are based on respect; playing safely to respect their own and other people’s safety, listening and trying hard in class to respect the right to an education, being kind and well-mannered to respect those around us etc.

In school we try to help each other to understand how our behaviour affects other people and encourage everyone to support each other if we forget to respect the rights of other people. If a child chooses not to respect other people’s rights or indeed their own, the following consequences may be applied:

- Spoken warning
- A short time working away from the group or class, or time away from play opportunities on the yard (Time Out).
- Dojo points may be deducted for more serious negative behaviour

Pupils who are struggling with this will receive personalised support.

School Holidays

School holiday dates are below. Please note that Year 6 children will be doing SATs the week beginning 11th May 2020 and Year 2 children will be doing SATs in the middle of May. Year 4 will be doing a newly introduced (by the government) Multiplication Check in June. Year 1, and some Year 2, children will be doing a Phonics Screening Check the week beginning 8th June 2020. Children must not be taken out of school during these times.

School Holidays 2019 / 2020

Holiday	Closing Date	School re-opens for teaching
Autumn Half Term 2019	Thursday 24 th October 2019	Monday 4 th November 2019
Christmas 2019	Thursday 19 th December 2019	Monday 6 th January 2020
Spring Half Term 2020	Friday 14 th February 2020	Monday 24 th February 2020
Easter 2020	Friday 3 rd April 2020	Monday 20 th April 2020
May Day 2020	Thursday 7 th May 2020	Monday 11 th May 2020
Summer Half Term 2020	Friday 22 nd May 2020	Monday 1 st June 2020
Summer 2020	Friday 17 th July 2020	TBC

Training Days – 24th October, 20th December, 3rd January, 20th July

Please note that due to training days these dates may differ from other local schools.

Any requests for a leave of absence during the school term must be made in writing. Forms are available from the school office.

Finally, we are collecting the Aldi vouchers so please send them into school if you receive any.

If you have any questions, please get in touch.

R. Cook

Headteacher



Consent to walk home alone

I consent to my child to walk home alone from Cotsford Primary School.

Child's Name: _____ Year: _____

Signed: _____ Parent's Name _____