



CHADDESLEY CORBETT ENDOWED PRIMARY SCHOOL NEWSLETTER – 8TH SEPTEMBER 2014



A warm welcome back to everyone, we hope you all had a safe and enjoyable holiday.

Welcomes

As well as welcoming our new Nursery and Reception Class pupils and those that are new to our school in other years, we would also like to extend a warm welcome to Mrs Handy who has joined us as the After School Manager for the new Mix 'til Six After School Club. I'm sure you will join us in wishing her all the very best in her new role.

Mr Hawthorn

We are also pleased to let you know that Mr Hawthorn is back in School. He is looking forward to the new term and new challenges. During the first few weeks, Mrs James will continue at school to provide continuity from last term and handover support ensuring a smooth return for the start of the new school year.

A note from Mrs Martin

"I would like to say a very big and sincere thank you to all who contributed to my leaving gift, or gave me cards and presents. I am very very grateful and overwhelmed by your generosity. I received so many lovely things, cards and good wishes. I appreciate them all!"

Letters at the beginning of term

At the beginning of term we sent home in book bags letters regarding your child's reading, maths and homework. Although we do appreciate that we have provided you with quite a lot of information we do feel it is important and will help to support your child with their learning. If you have not received this information please inform the school office and they will provide you with a copy.

We have also sent home to you a brown envelope containing data collection forms. Please could I ask that you complete and return these to school as soon as possible as it is important for us to have up to date information regarding your child.

Care Plans

If your child has a condition that requires daily or regular medication you should have received a care plan from us. Could you please complete, sign and return this to the school office (with the medication as necessary) as a matter of urgency. If you have not received a care plan for your child or you need to set up a new care plan please contact the school office. **Remember it is your responsibility to ensure that the medication held in school for your child is in date and renewed when necessary.**

Other medicines

If your child needs to have medicine during the school day, please ensure that the medicine is given to the school office, clearly labelled with your child's name, and that you have completed a "Self Administration" form for your child.

Please note that this will only apply to children in Years 3 to 6. Children in Reception to Year 2 that require medicine during the day will need you to come in to school to administer.

Please note that although we are not allowed to administer medicine to your child, if your child remembers to come to the office and we have the medication and completed form we will supervise them taking the medicine. Please on no account put medication such as sachets of Calpol etc in your child's bag.

Nursery / Reception parking in the morning

Parents of children in Nursery and Class Reception should now have received information regarding parking in the morning, along with a new parking permit sticker which must be displayed in your car window.

Additional parking permit stickers, if required, are available from the school office at a charge of 50p each.

Wraparound Care and Extra-Curricular Clubs

We still have places available in our Extra-Curricular Clubs which start next week. Please take a look on the Wraparound Care tab on our website www.ccschool.co.uk or call in at the school office if you need further information.

Reminders

If you wish to talk to somebody about your child, the procedure is as follows:

1. Speak to the Class teacher. Staff are generally available at the end of every day. If you do not pick up at the end of the day, please ring the Office and ask to speak to your child's teacher on the phone or ask for an appointment to see the relevant teacher.
2. If having spoken to the teacher you still have outstanding concerns, please make an appointment via the Office to speak to the relevant Phase leader.
Reception to Year 2 Phase leader is Miss Edwards and Year 3 to Year 6 Phase leader is Mrs Barley.
3. For Years 3 – 6 - if having spoken to the Phase leader, you wish to take it further, please make an appointment to see our Deputy Head, Miss Edwards.
4. If you still do not feel that the matter has been handled to your satisfaction, please make an appointment to see the Headteacher via the Office.

Water Bottles

Please ensure that your child brings to school each day a named water bottle filled with just water for drinking throughout the day. There are water fountains situated around the school for the children to refill. Children should of course take their bottle home each day to give it the opportunity to be washed. Your child may bring squash or juice with them to have with their lunch but this **must** be kept with their lunch box and only taken with their lunch.

Naming Uniform

Please make sure that **all** items of uniform, including coats, shoes, PE Kit are named. This will improve the likelihood of lost items being returned to you. Could we also request that you periodically check the uniform that you are washing/ironing to ensure that it is actually your child's garment. To many children, a jumper is a jumper and they may not stop to check that it is actually theirs.

P.E. Kits

Please ensure that your child has their full PE Kit in school at the beginning of each half term. This is to remain in school to avoid PE Kits being forgotten.

Hair and accessories

Children with long hair should have their hair tied back when at school with a plain bobble or clips, no flowery headbands please. Nail varnish should not be worn and jewellery is limited to stud earrings. Earrings must be removed for all forms of PE.

Office opening hours

The office opening hours are 8.30am to 4.00pm; we will not be able to deal with payments, requests for uniform etc after 4.00pm.

We do not monitor incoming text messages, so please do not assume that because you have sent us a text it has been received. Please either email the office at office@chaddesleycorbett.worcs.sch.uk or leave a message on the answer phone.

Dates for your diary

Tuesday 16 th September	Year 6 Trip on the Severn Valley Railway
Thursday 25 th September	School Photographs – individual and family photographs
Friday 3 rd October	Harvest Festival at St Cassian's Church at 2.00pm
Tuesday 21 st October	Parents' Evening 3.30pm – 7.00pm
Wednesday 22 nd October	Parents' Evening 3.30pm – 7.00pm
Friday 24 th October	Break up for half term
Monday 3 rd November	Teacher Education Day – school closed to the pupils
Tuesday 4 th November	Pupils return to school starting at 8.45am
Wednesday 10 th December	KS1 Christmas production
Wednesday 17 th December	Whole School Christmas Lunch
Thursday 18 th December	Christmas Parties
Friday 19 th December	KS2 Christmas Carols
Friday 19 th December	Break up for Christmas
Monday 5 th January	Teacher Education Day – school closed to pupils
Tuesday 6 th January	Pupils return to school starting at 8.45am

Wraparound Care - "Breakfast Buddies" from 7.30am – 8.45am and "Mix 'til Six" from 3.10pm – 6.00pm

Tel: 01562 777312 or Email: office@chaddesleycorbett.worcs.sch.uk