



CHADDESLEY CORBETT ENDOWED PRIMARY SCHOOL NEWSLETTER – 11TH OCTOBER 2013



Securing the Future, Shaping the Future

Goodbye

We are sorry to have to say goodbye to Lauren and Zoe Armstrong but we wish them every success in their new school in Cleobury Mortimer.

Mrs Wood

Mrs Wood was taken into hospital with appendicitis and has had an emergency operation. She is now recovering well, but will not be in school until after half term. Mrs Cobon will be teaching in Year 4 until her return. Unfortunately Parents Evening for Year 4 is postponed will be rescheduled for a later date. Cookery Club on a Monday night will also be cancelled until further notice.

Mr. Hawthorn

As you know, I am booked in for an operation on 14th October. I will be absent for approximately 6 weeks. In order to cover this, Mrs Shackleton the Assistant Headteacher at Hagley Primary School is being seconded as Acting Headteacher to fulfil key roles covered by myself.

If you need an appointment with the Headteacher, it would be best to book this on Tuesday or Thursday afternoons when Mrs Shackleton is available. I am sure you will welcome her and support her in my absence.

Just to remind you, if you wish to talk to somebody about your child, the procedure to follow is:

1. Speak to the Class teacher. Staff are generally available at the end of every day on the playground. 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 to 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 Mrs Martin and Year 3 to Year 6 Phase leader is Mrs Barley.
3. If having spoken to the Phase leader, you wish to take it further, please make an appointment to see our Assistant Head, Mrs Wood (currently on sick leave).
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.

Naming Uniform

Please make sure that all items of uniform are named. This will improve the likelihood of discarded 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.

School Photos

Please ensure that if you wish to order any school photos the orders are returned to the school office by Friday **18th October** at the latest. If you miss this deadline you will have to make your own arrangements directly with the photography company which will involve additional postage charges.

Data Collection Forms

Data collection forms for this academic year have been sent home. If you have not already done so, please could you complete and return these to the school office as soon as possible, taking particular care to update the contact details as it is important for us to have the correct contact details for your child.

Pupil Transfers to Secondary School September 2014

A reminder that if your child is transferring to Secondary School next September you need to have completed the online application no later than 31st October 2013. Applications must be made online via the Worcestershire County Council Website www.worcestershire.gov.uk/schooladmissions

Residential Trips

In March 2014 Year 6 will be going on a residential trip to Llanrug and in June, Year 4 will be going on a residential trip to Malvern. Full details regarding the cost etc. will be sent to you nearer the time, however if

you would like to start paying instalments now towards the cost of these trips, please call in at the school office for a payment card. You can also make online instalments using Payment4schools if you prefer. A deposit will be requested nearer the time and if payment is not paid in full by the deadline date given your child will not be able to attend.

Office opening hours

Please may I remind you that the office opening hours are 8.30am to 4pm, we will not deal with payments, requests for uniform etc after 4pm.

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

Hot Lunches

A reminder that hot lunches are **£2.10 per child per day**.

If you would like your child to have hot lunches, please ensure that you send your order and payment into school on Monday mornings. Meals must be paid for in advance. Please put your payment in an envelope clearly marked with your child's name, the dates that you want your child to have a meal and the total amount due enclosed. If you are paying by cash, you must enclose the correct amount as change will not be given. Hot lunches can be paid for in advance via our online payment facility Payments4Schools. If you are paying by cheque, please make payable to Shropshire Council. You can pay for as many weeks as you wish but you must clearly indicate the dates on the envelope.

Payment4School (Payments online)

A reminder that trips, milk, music lessons and uniform can be paid for online. It is an easy way to make payments and means no more having to find the right change, find an envelope or wonder who to make a cheque payable to – give it a go! If you need any help with the payment process please call in at the school office where we can give you further guidance. The link for making a payment online is:- https://www.civicaepay.co.uk/Worcestershire/webpay_publicP4S/webpay/default.aspx

Annual Theatre Trip

On Friday 24th January 2014 we will be heading off to the Birmingham Hippodrome to see "Snow White". The cost of the ticket will be £12.00 per child; however the transport costs will be covered by the PTFA.

Dates for your diary

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|---------------------------------------|---|---------------------|
| Wednesday 16 th October | Parents Evening | 4.00pm – 6.00pm |
| Thursday 17 th October | Parents Evening | 6.00pm – 8.00pm |
| Thursday 24 th October | Year 4 Trip to Warwick Castle | |
| Thursday 24 th October | Break up for half term | |
| Thursday 24 th October | PTFA Halloween Discos | |
| | <u>Reception, Year 1, Year 2</u> | 5pm – 6pm |
| | <u>Years 3, 4, 5 and 6</u> | 6.15pm – 7.15pm |
| Friday 25 th October | Teacher Education Day (school closed to the children) | |
| Monday 4 th November | Return to School | |
| Thursday 14 th November to | | |
| Wednesday 20 th November | Book Fair | |
| Friday 6 th December | PTFA Christmas Fayre | 5pm – 8pm |
| Tuesday 17 th December | Reception and Year 1 Nativity Play | 9 am School Hall |
| Wednesday 18 th December | Years 2,3,4,5 and 6 Carol Service | 6pm-7pm School Hall |
| Thursday 19 th December | Christmas Parties | |

James Hawthorn
Headteacher

Platform 4 ¾ Afterschool Club 3.00pm – 4.45pm

Tel: 01562 777312

Email: office@chaddesleycorbett.worcs.sch.uk

Website: www.ccschool.co.uk

