

Hartlebury CE Primary School

September 2022

Newsletter

Our 'Core' values.

These are Love, Tolerance and Forgiveness

1 Corinthians 13:4-8

"Love is patient, love is kind. It does not envy, it does not boast, it is not proud. It does not dishonor others, it is not self-seeking, it is not easily angered, it keeps no record of wrongs."

Welcome back everyone!

It's a long newsletter! Please be patient and keep going, lots of information about new staff, activities and opportunities!



We all hope you have had a fabulous summer, enjoying your time to meet family and friends, and getting out and about! We are looking forward to a great start to our new academic year, with lots of fun and enthusiasm for learning! We have a number of new children joining our school this year, as well as several new members of staff.

We will be thinking about our core values of Love, Tolerance and Forgiveness this month and how these threads their way through everything we do. These values underpin our ethos and are very appropriate for us here at Hartlebury Primary, as we welcome everyone back to our school!

Everyone is due back on **Monday 5th September** and in line with the Government's guidance and recommendations we will be bringing our start time for registration forward by 5 mins to 8.45am; doors will open at 8.35am. Finish time for everyone will be 3.15pm.

Pre-School children will start 8.40am till 11.40am if they are attending for half a day, and 8.40am till 3.00pm if they are attending a full day

Punctuality and Attendance - ensuring your child's enjoyment of school - supporting your child to succeed.

Punctuality and attendance are very important for all children. There are morning learning activities and opportunities available from 8.35am, but the whole class learning and routines start at 8.45am. Our whole school worship is at 8.55am and children arriving after this time are unable to join in with our whole school gathering. This is often upsetting for children, especially those who are anxious or sometimes dysregulated in school; the class support assistants are in assembly at this point, so there are no adults available to welcome and support late arrivals. Please ensure that your child attends regularly and on time, this will support friendships, learning, routines, anxiety and many other learning behaviours. For us to enable your child to settle, be happy and learn at their best, we do need your support with their morning routines and regular



attendance. We know children who do not experience this regularity suffer with settling, enjoying school, learning and relationships with their peers.

Attendance is expected at 95% or above. I realise I say this every year, but the Government is now taking a very strict view on attendance and my hands are tied with our approach. Please ensure you contact us before 8.30am if your child is going to be away for any reason; there is an answer machine for these messages and you can leave them at any time. Alternatively, you can email office@hartlebury.worcs.sch.uk. It helps us enormously if we are not having to chase absentees who have not messaged us. As you will appreciate, our front office is a very busy place, making these calls is time consuming and often, we feel, unnecessary.

A reminder that

- **Pre-School children** begin week commencing Monday 12th September for their allocated days and hours.
- You will receive more information via SEESAW.

Attendance During the July Heatwave



After the unprecedented hot weather warnings in July, I, along with the other SAET Headteachers and Principals gave permission for children to stay at home on Monday 18th and Tuesday 19th July, if you felt this was advisable for their health and well-being. I indicated that this would be recorded as a 'Y' code (a registered absence because of extraordinary circumstances). The Department for Education has since informed us that a 'C' code (an authorised absence) is the correct code to use and registers have been updated.

New Staff and Staff in Different Classes

Lots of changes this term! Last term saw several members of staff leave for new adventures and that always means lots of new staff starting new adventures with us. We are really excited to be welcoming new staff to school and to be welcoming established staff to new year groups. To keep everyone well informed, I have created a table to let you all know where everyone is and who you can expect where. I am changing my days in school also and will expect to be at Hartlebury on Mondays and Tuesdays, although, as always, you can contact me at either school.



Early Years & Reception

Mrs Aneka Hall (EYs Teacher and Lead)
Miss Ellie Day (Pre-School Lead)
Mrs Niki Purslow (Mondays and Fridays)
Mrs Steph Hackett (Tuesdays, Wednesdays & Thursdays)
Mrs Maxine Leavesley
Mrs Denise Wilton (Mondays & Thursdays)

Year 1

Miss Charli-Ann Porter (Teacher)
Mrs Trina Preece
Mrs Hayley Bellison

Year 2

Miss Rebekah Salter (Teacher)
Mrs Lucy Tristram

Year 3

Mrs Debbie Wares (Teacher Mondays, Tuesdays & Wednesdays)
Mrs Jo Vernon (Teacher Thursdays & Fridays)
Miss Libby Harris

Year 4

Miss Caitlin Perry (Teacher)
Mrs Claire Cartwright
Mrs Rachael Willets (Mondays, Tuesdays, Wednesdays)
Mrs Niki Purslow (Thursdays & Fridays)

Year 5	Mr Greg Bennett (Teacher) Mr Oliver Wall
Year 6	Mrs Toni Branagh-Wall (Teacher) Mr Derek Cadwallader
Forest School	Mrs Denise Wilton (Leader)
Lunch Time Supervisors	Mrs Claire Cartwright (Leader) Mrs Lynsey Wesley Mrs Catherine Thomas Miss Chelsea Maughan Miss Samantha Turner Mr Derek Cadwallader
Breakfast Club	Miss Libby Harris
After School Care	Mrs Lynsey Westley Mrs Chantelle Bates Miss Ellie Day

Vacancies

We have a lunch time supervisor position (11.30am - 1.15pm daily) available in school. Please contact Miss Gledhill for further information.



Collection from School - Keeping your children safe

Following new guidance, there is a form to be completed if you are wishing your child to leave the school premises without a parent collecting them. This form will automatically be sent to the parents of our Year 6 children, but if any other parent wishes their child to leave their class without a parent collecting them, please contact Miss Gledhill for the form. We also need to be notified of grandparents, aunts, uncles, friends or childminders regularly collecting your child. Older siblings are no longer permitted to collect without the completion of this form. If your child is going home with another parent for a 'play date' we require an email from your email address informing us of this; a verbal message is no longer sufficient.



Wrap Around Care will be operating from Monday 5th September, but must be pre-booked and paid for on Parent Pay before we can accept any children. If you have an emergency and need us to keep your child in after school care on any day, please contact the school office. We may need to call in additional staff and unless we know, we can't act.



Breakfast Club opens at 7.30am daily and will be hosted by Miss Libby Harris. The children will be offered cereal and toast in the mornings.

After School Care runs between 3.15pm and 6.00pm Monday to Thursday and between 3.15pm and 5pm on Fridays. The children are offered a snack and drink while they are there. The After-School Team provide a range of indoor and outdoor activities for the children to take part in, including 'Fun Friday' events which may include Teddy Bears Picnics, Movie Nights and Discos. Please see our After-School Care newsletter for further details. The cost of After School Care is £8 per night (Monday to Thursday) and £7 on a Friday.

Uniform

In line with Government guidance and common sense we do understand if branded uniform is not chosen. We do keep our branded uniform to a minimum, but also appreciate that it is an expensive choice. All we ask is that when you buy uniform you buy our colour uniform; yellow polo shirts, grey trousers, skirts or dresses, maroon sweat shirts and cardigans, maroon coats (Please, if possible. This makes school visits and outings so much easier). During the tight wearing season, we ask that these are grey. Sturdy, black shoes are essential, please invest in these for your child's comfort; and Velcro/buckle fasteners where possible. If you chose laces, please ensure your child can tie them!



P.E Kit

On return to school your child's teacher will inform you of their class PE days. On these days we are continuing with asking the children to come to school in School PE Kit; black shorts/joggers, yellow T shirt, marron fleece/sweatshirt, black pumps/trainers. Your teacher will advise on the appropriate footwear, depending on the sport being taken. These are not home clothes days, they are full school uniform days, football kits are not allowed, please! We would hate to revert to PE kits in school and children coming to school in uniform; having the children wear PE kit all day ensures more time is spent doing PE.

PLEASE, PLEASE, PLEASE ensure all uniform is labelled.

We often have very upset and angry parents at our doors when uniform is lost BUT, as you will all know from our regular lost property mountains, very little of it is ever named! Un-named uniform is almost impossible to relocate to its owner...I have tried!

Uniform Swap Shop- Friday 14th October

We will be hosting Uniform Swap Shops each half term. It is an opportunity for us to find new homes for unlabelled lost property and for you to possibly recycle any unwanted uniform. A donation station will be set up from Monday 10th October. More information to follow.



Forest School

All classes, with the exception of Year 6, will continue with weekly Forest School sessions. (Don't panic Year 6, you will have some sessions; just not weekly!) Mrs Hall leads and oversees our Forest School programme with Mrs Wilton planning and running these weekly sessions. We strongly believe in the power of Forest school to support children's independence, their learning skills and their wellbeing, all research and evidence points to the educational value of this approach. Plus, the VAST majority of children LOVE IT! (Not all I realise, but not all enjoy Maths and English either!) These sessions take place during the class teachers non-contact time. Your class teacher will advise when Forest School Clothing is required. Children will need to be in school in School Uniform top half and black/blue warm jogger type bottoms. Please do ensure that their top layer of clothing, over their school tops, and their footwear, is appropriate for being outdoors in all weathers; a little bit of rain doesn't stop Forest School! If your child is not well enough to take part in Forest School, they are probably not well enough to be in school, but do please talk to us if you are concerned.



As always, we are looking for volunteers that can regularly devote a regular 3 hours each week to support the learning in Forest School. The benefits of learning outside are huge for mental health, physical activity and team building, as well as developing many other life skills. If you feel you are able to help and support us with this please let us know, by ringing or emailing the office on office@hartlebury.worcs.sch.uk.

School Catering- Delicious!

Our school caterers- Alliance in Partnership- continue to supply us with delicious lunches. If your child has already tried them, they will vouch for how lovely they are. Lois and Mandy, in the kitchen, work really hard to ensure your child gets a delicious, nutritious meal at lunch time. If your child is in Reception, Year 1 or Year 2 they are entitled to Universal Free School meals- no form to complete just free school meal. In these financially difficult times can I urge you to take advantage of this offer, your child will benefit enormously. If all our younger children take up their entitlement I am certain that even the fussiest of eaters will join in. Please consider this whilst the Government is helping in this way. You do need to order via Parent Pay, but there is no charge.

Cost of Living Crisis

We are really mindful of the impact the cost of living crisis will have on everyone's finances. With this in mind we are going to dramatically restrict the number of educational visits we offer and the charities we support. We will aim to give as much notice as possible for all visits that incur cost. PLEASE respond to letters about visits asap if you are unable to support the costs. Visits not fully supported will not be able to go ahead. As with household

energy costs, school's energy costs are predicted to rise by 84% (BBC News), with no indication of any additional support at this time.

Applying for Free School Meals

Please consider applying for free school meals if you are in receipt of any benefits (even if you are in Reception, Years 1 & 2 and receiving Universal Free School Meals; they are different funding streams). Being eligible for Free School Meals not only entitles you to a hot school lunch, but it also opens up opportunities for a reduction in music lessons, visit costs and may be the route for additional funding for food in the holidays etc if the Government uses this register for support. Free School Meal register also adds additional money into the school budget and this will be something we will desperately need to maintain our support staffing levels. Please speak to Miss Gledhill if you think you may be eligible; it is an online process and she is able to help with an application.



After School Activities

Mr Cadwallader has reduced his hours in school and will no longer be running After School Activity Clubs. We are still running clubs, but some of these will be now offered by outside providers. Due to the rising costs in school we will no longer be able to offer these activities free of charge. There will now be a £3.00 charge per week, per session booked. If you are entitled to Free School Meals these activities will remain free of charge. Please look out for the booking form coming out next week.



Communication Matters - Making it better for everyone

In an attempt to protect everyone's wellbeing and work life balance, following the responses from our recent Parental Survey and meeting, we are putting in place some new protocols for September. These protocols will hopefully ensure your messages reach the appropriate person and are not lost.



If you have any thoughts or ideas about these points or ways we can improve them please let us know.

Our proposals are: -

- **SPEAKING TO YOUR CLASS TEACHER, AT THE CLASSROOM DOOR, IS STILL VERY MUCH OK, ENCOURAGED AND PREFERRED.**
- General email communication should be sent to office@hartlebury.worcs.sch.uk or to head@hartlebury.worcs.sch.uk (Caroline Unitt) or sgp12@hartlebury.worcs.sch.uk (Sophie Bartlett).
- Teachers personal email addresses should not be used for general communication; these are not always checked through the day. office@hartlebury.worcs.sch.uk is the best way to communicate and is continually monitored during office hours.
- Communication/messages are preferred via email rather than in reading diaries, book bags or in person at the hatch. The hatch can become very busy and things get missed/written down incorrectly.
- Please continue to only come to the hatch when essential and ideally not in a morning. First thing we often have children arriving via the front entrance to support their additional needs and having adults gathering there adds to any complications or difficulties these children are experiencing. The front entrance, first thing, really is for aiding children's arrival to school not for messages at the hatch.
- No emails will be answered after 4.30pm on any day.
- No emails will be answered at weekends or in the holidays. Emergencies during these times should be sent to head@hartlebury.worcs.sch.uk (Caroline Unitt) or sgp12@hartlebury.worcs.sch.uk (Sophie Bartlett).
- The office is open from 8.30am - 4.00pm. The telephone is not available outside of these times, but there is an answer phone service for messages.

- After School Care has their own direct line and is available until the end of After School Care.
- We ONLY send general information via email, i.e. monthly newsletters etc. An email is NEVER urgent and does not require immediate reading or action.
- A TEXT MESSAGE will be more urgent, but NOT an emergency. A text message will require reading when convenient and a rapid/hasty response.
- If there is an EMERGENCY we will call and keep calling until we get a response. We require a minimum of 2 x emergency contact numbers per child. Please ensure the school office have the most up-to-date emergency contact numbers.
- We will restrict the amount of unsolicited emails we forward to you, i.e. football holiday clubs, events etc. Please contact us if you require any support with childcare in the holidays and we will then send you the information. This information can also be found on our Facebook page.
- The Newsletter will contain information about upcoming events that may be of interest to your family.
- Class Newsletters will come home Half Termly; outlining the learning for the next half term.

Summer Holiday Successes

- Congratulations MUST go to Miss Perry who has steered us towards our Gold Sports Mark this year. This is no mean feat and requires an enormous amount of planning and participation. Well done and thank you to all the children who have taken part in regular PE sessions and those inter-school festivals, competitions and opportunities which have really gathered pace post-pandemic! Thank you also goes to all the parents who have supported with transport and cheering- we couldn't do it without you!
- Congratulations to Mrs Branagh-Wall who secured the Eco Green Flag award for our school, along with enormous support from all our children and most especially the Eco Council. Only 29 schools in Worcestershire have the green flag; so, we are super proud! We look forward to the Eco Green Flag replacing our slightly tatty Hartlebury Flag!



Exciting Events on their way!

The Sealed Knot – The English Civil War arrives in Hartlebury at our castle - Saturday 3rd & Sunday 4th September

Step through the gates of Hartlebury Castle and into the midst of the English Civil War. Experience history brought to life by the largest re-enactment society in Europe!



Harvest Festival - Thursday 29th September @ St James' Church



All children (except our new Pre-School Children, they are just too new!) will be taking part in our Harvest Festival service at 9.00am on Thursday 29th September and we hope you and your families can join us. Harvest is always such an important celebration in the Christian calendar and with all the difficulties our farmers have faced this year we want to take this opportunity to thank them. We also want to take the opportunity to support those less fortunate than us and ask that you donate some non-perishable food (tins, packets, pasta, rice, jars.... anything you can spare) for this

occasion. The children will carry their donations over to church and create a display during the service. These foods will again go, via Mr Johnson, to a homeless charity in Droitwich. We hope that you will then be able to join us in church for coffee and cake to support our MacMillan Coffee Morning. Cakes will be donated by staff and coffee offered by our PTA. All donations will go towards the school donations raised on Friday 30th September.

MacMillan Coffee Fundraising - Friday 30th September

We are very keen to support this extremely worthwhile charity again this year! We will be providing bought, wrapped cakes to sell to the children at playtime for a £1.00 cash donation to MacMillan Cancer Research. We hope you feel you can support us in this!



Parents Curriculum Evening - Tuesday 18th October @ 5.45pm



Following the Parental survey one of the points to note was that some parents did not know what their children were learning. Clearly our communication can be improved, so in addition to the half termly year group newsletters and parents' meetings we are going to host a curriculum evening and we hope most of you can join us. All teachers will be available on this evening and will give 15-minute presentations of their curriculum area, so you will have 4/5 different subjects to attend during the event! It is hoped

then that you will have an overview of different curriculum areas in the school and this will offer something additional to our other communication about the things your children learn during their time here. I really hope you will be interested enough to attend. We haven't offered Parents Meetings for a very long time, mainly due to COVID but also because, previously, they were very poorly attended (often staff outnumbered parents!) BUT, in light of comments regarding a lack of information about what your children are learning, we're going to try again. Further information will be issued, but hopefully this will interest you enough to plan a night out and join us!



Dates to Remember/ to note

September

- 3rd & 4th The Sealed Knot
- 5th Return to school
- 12th Pre-School starts
- 27th School Photos - Smartest of Smarts on this day
- 29th Harvest Festival & Parents Coffee & Cake for MacMillan in St James'
- 30th Children's Tuck Shop for MacMillan

October

- 6th Monthly worship in St James'
- 14th Uniform Swap Shop
- 18th Parents' Curriculum Evening @ 5.45pm
- 20th Half term starts after school
- 21st SAET Conference (school closed)
- 31st Back to School

November

- 3rd Monthly worship at St James'
- 11th Remembrance Day Services - Yr6 at St James'
- 30th Parents Evening

December

- 1st Whole School Worship in St James'
- 1st Parents evening
- 9th Santa Dash
- 16th Break up