

# Hartlebury CE Primary School

## September 2023

# Newsletter

### Our School Vision



### Welcome Back!

A very warm welcome to all of our new and returning children and families! We very much hope that you have enjoyed the summer holidays and are ready for a brand-new school year. The staff are very excited to be working with their new classes and over the summer have been busy preparing the classrooms, which are all looking fabulous!

We are delighted to welcome back Mrs Jo Vernon, who will be working again with Mrs Debbie Wares in Year 4, and to introduce Miss Emily Williams, our new Year 3 teacher. Miss Williams has chosen 'Lime' as her new classroom name, as all classes are now named after trees in our Forest School area. Class names are (with classroom locations):

Early Years Unit: Willow - Miss Anneka Hall, Mrs Maxine Leavesley, Mrs Ellie Warby, Mrs Hayley Bellison and Miss Rachael Willetts (Early Years Playground 1)

Year 1: Cherry - Miss Charli Porter and Mrs Trina Preece (Playground 2)

Year 2: Ash - Miss Rebekah Salter, Mrs Lucy Tristram, Mr Derek Cadwallader and Mrs Angela Mercer (Playground 2)

Year 3: Lime - Miss Emily Williams and Miss Libby Harris (Playground 2)

Year 4: Hazel - Mrs Deborah Wares, Mrs Jo Vernon and Mrs Natalie Powell (Playground 2)

Year 5: Chestnut - Mrs Toni Branagh-Wall and Miss Claire Cartwright (Playground 2)

Year 6: Alder - Miss Caitlin Perry and Mrs Nicola Purslow (Playground 2)

Mrs Denise Wilton will continue to lead our Forest School sessions throughout the week. Forest School begins again for the Autumn term, the week beginning **Monday September 11th 2023**. Your child's teacher will confirm your child's Forest School day.

Lunchtime Staff: Mrs Lynsey Wesley, Miss Chantelle Bates, Mrs Catherine Thomas, Mrs Samantha Turner and Miss Chelsea Maughn

Breakfast Club: Miss Libby Harris and Miss Chelsea Maughn

After School Club: Mrs Lynsey Wesley, Miss Chantelle Bates, Miss Chelsea Maughn and Mrs Ellie Warby

We are also introducing four new 'Houses' for our school community this year. Based on local areas, our house point system will recognise and reward effort, behaviour, character and courageous advocacy throughout the academic year. Please look out for more information on our Relationships and Behaviour policy and procedures over the next few weeks.

Our Houses:



### **Reinforced Autoclaved Aerated Concrete**

You may have seen recent media coverage regarding Reinforced Autoclaved Aerated Concrete (RAAC) and its use in educational settings. The Department for Education (DfE) has recently changed its guidance to take a more precautionary approach, given the concerns about the long-term durability of RAAC and we appreciate the concern this may raise for our children and families, but want to reassure you that safety is a key priority for all of our schools.

We do not have any confirmed RAAC in our buildings and have not been asked to close any areas. However, naturally we want to take particular care around this and the Trust Estates team are currently working with the DfE and surveyors to review the construction of relevant parts of our buildings.

The change in guidance is precautionary in nature, and only affects education premises where the presence of RAAC has been confirmed. If, at any stage, RAAC is identified, we will let parents/carers know straight away, and we have contingencies in place to prioritise the continuation of education and that the impact on children is kept to an absolute minimum.

Rest assured that the safety of children and staff is of paramount importance to all concerned.

### **Punctuality and Attendance**

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 from register time at 8.45am. Our Collective Worship is at 8.55am and children arriving after this time are unable to join in with our whole school gathering. Please ensure that your child attends regularly and on time, this will support their 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. As guided by our Trust Attendance Lead, children arriving after 9:15am will be recorded in the register as unauthorised for the morning session.

### **Attendance**

As before, the Government's expectation of attendance is expected at 96% or above. They continue to take a very strict view on attendance and we are directed by the Department of Education in our approach. Please ensure you contact us before 8.30am if your child is going to be absent for any reason; there is an answer machine for these messages and you can leave them at any time. Alternatively, you can email [office@har.saet.co.uk](mailto:office@har.saet.co.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 takes time away from other important duties.

A reminder that

- **Preschool children** begin the week commencing **Monday 18<sup>th</sup> September** for their allocated days and hours.
- You will receive more information via SEESAW.

To promote the importance of regular school attendance, WCF are hosting a poster design competition open to all Worcestershire pupils and schools, details of which can be found here: [School Attendance Poster Competition \(worcestershire.gov.uk\)](http://School Attendance Poster Competition (worcestershire.gov.uk))

Poster designs will need to be A4 in size and will need to clearly promote the importance of regular attendance. Posters could include attendance slogans, drawn images or fun facts. The posters will need to be visually appealing, clear and concise. We would love as many pupils as possible to enter by uploading their designs to: [Mfowler2@worcschildrenfirst.org.uk](mailto:Mfowler2@worcschildrenfirst.org.uk)

The competition is open until Friday 22<sup>nd</sup> September with 2 prizes awarded for the best posters designed:

- by a pupil aged 9 and under
- by a pupil aged 10 and above

The winning designs, alongside other entries, will be used by WCF in future school attendance promotions. Winners will be announced on Monday 2<sup>nd</sup> October and the winning posters revealed. For any competition enquiries please contact [Mfowler2@worcschildrenfirst.org.uk](mailto:Mfowler2@worcschildrenfirst.org.uk)

### **Collection from School - Keeping your children safe**

Please contact the office to complete a form if you are a parent of a Year 6 child and wish for your child to leave the school premises without a parent collecting them. All other year groups will require collection from school. Please notify the office if older siblings, grandparents, aunts, uncles, friends or childminders will be regularly collecting your child. 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.

### **Wrap Around Care**

Sessions 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. If you have been unable to book Breakfast Club for Wednesday 6<sup>th</sup> September, please don't worry, we will be able to accommodate your child. Please book for the 7<sup>th</sup> and 8<sup>th</sup>. Please contact the office if you require After School Care on Wednesday 6<sup>th</sup> September or thereafter.

### **Breakfast Club**

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

### **After School Care**

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 provides 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.

### **Extra-Curricular Clubs**

We will be running clubs on Mondays, Tuesdays and Wednesdays this term. Please look out for more information in the coming days.

### **Uniform**

Whilst branded uniform is available, non-branded uniform is perfectly acceptable. Our uniform colours are yellow polo shirts, grey trousers, skirts or dresses, maroon sweatshirts and cardigans. Maroon coats are beneficial when children are on school visits. During cooler weather months, we ask that any tights worn are of a grey colour. Sturdy, black shoes are essential. Please invest in these for your child's comfort; and velcro/buckle fasteners where possible. If you choose laces, please ensure your child can tie them. Please label all uniform items, as more often than not, in a busy school our size, it is impossible to match up unlabelled items to children.

### **P.E Kit**

On return to school your child's teacher will inform you of their class PE days. On these days, we would like the children to wear our school PE Kit; black shorts/joggers, yellow T shirt, maroon fleece/sweatshirt, black pumps/trainers. Please ensure that your child wears our school colours wherever possible. Football kits are not permitted. Your teacher will advise on the appropriate footwear, depending on the sport being taken. Long hair must be tied up and earrings removed please.

### **Forest School - Starting from Monday 11th September**

Classes from Early Years to Year 5 will continue with our much-loved weekly Forest School sessions; Year 6 sessions will be diarised throughout the year. 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@har.saet.co.uk](mailto:office@har.saet.co.uk)

### **School Catering**

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 in the kitchen, works 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. 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.

### **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.

### **Eco - Club - A New Eco Year!**

I am very excited to be starting another academic year as an Eco School and we have lots of great things coming up as we continue to strive to be greener! Please do look out for the eco section of this newsletter every month to keep updated with eco goings on in school and please see below some key information for the start of the year:

We will be electing a new eco council for the year and continuing our work to become a Plastic Free accredited school. We took some great steps to achieve this last year and now every class in school has recyclable glue sticks! We hope to achieve this award by the end of this year.

We will be continuing our efforts to recycle as much as we can in school and currently recycle paper, crisp packets, pens, ink cartridges and batteries.

Please use our recycling facilities and send in your recycling with the children. Please look out for our uniform swap shops which will be continuing as these have been very successful. Thank you to everyone who donated old uniforms to be sent to Gambia at the end of last term, we received a huge amount! As always, if you have any thoughts or suggestions on how we can make our school a greener place, please do get in touch! Mrs Branagh-Wall

### **Hartlebury's Sponsored Sports Circuit Total**

A huge 'Thank You' to all of our School Council and pupils, who dribbled, bounced and balanced around our playground last term for our Hartlebury Sponsored Sport's Circuit event. The children raised a fantastic £284 for Acorn Children's Hospice which does so much for children with life-limiting conditions and their families. Mel Hall, area fundraiser for Acorns, said: "A huge thank you to everyone at Hartlebury CE Primary for raising such a wonderful amount for Acorns. "It's always heart-warming to see children supporting other children and the money raised by pupils will make a real difference in helping us continue our lifeline care and support. "We can only be there for the children and their families who need us with the help of our local community and this is a perfect example of how we are stronger together.

### **Communication Matters**

Over the summer holidays, our Trust has migrated all email accounts to a Central Workspace Domain. Key email addresses have now changed. Below is a summary of our newest communication procedures:

- In the first instance, if you wish to pass on a message, do please speak with the class teaching staff at the classroom door.
- General email communication should be sent to [office@har.saet.co.uk](mailto:office@har.saet.co.uk) or to (Caroline Unitt, Executive Head) [cunitt@saet.co.uk](mailto:cunitt@saet.co.uk) or to (Sophie Bartlett, Head of School) [sbartlett@har.saet.co.uk](mailto:sbartlett@har.saet.co.uk)
- Communication/messages for staff are preferred via office 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. In the mornings we 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 4.00pm on any day.
- No emails will be answered at weekends or in the holidays. Emergencies during these times should be sent to [cunitt@saet.co.uk](mailto:cunitt@saet.co.uk) (Caroline Unitt) or [sbartlett@har.saet.co.uk](mailto:sbartlett@har.saet.co.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 has the most up-to-date emergency contact numbers and medical details and child's GP practice.
- 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 monthly newsletter will contain information about upcoming events that may be of interest to your family.
- Class Newsletters will be sent via Arbor half-termly; outlining the learning for the next half term.

### **Family Learning Course**

We are pleased to announce our partnership with 'Learning Services Worcestershire' this term. We will be hosting a course to support parents through fun and creative learning experiences in-school, so that they can improve the outcomes of their child. The 10 week course 'Marvellous Me' is delivered weekly by a Family Learning Tutor in our Mobile Classroom on Wednesday mornings between 9am - 11am. An initial coffee morning will be held on Wednesday 20th September for parents and carers to find out more about the course. The course itself will start on Wednesday 27th September until Wednesday 6th December. If you are interested in learning more about the course, do please contact the office.

### **Diary Dates**

**Monday 18th September** - Bikeability Week Year 5

**Monday 18th September** - Phonics Workshop for Parents at 9am - 10am and 3.30pm - 4.30pm

**Wednesday 4th October** - Severn Trent Water Assembly

**Thursday 5th October** - Whole School Church Harvest Festival Worship

**Tuesday 17th October** - Hartlebury Open Morning 10am -11.30am

**Tuesday 24th October** - Parents Evening 3.30pm - 7pm

**Wednesday 25th October** - Parents Evening 3.30pm - 6.30pm