

# Michael's Mail

## Bulletin No 1

### 4<sup>th</sup> September 2019

Dear Parents

Welcome back! It was fantastic to see the children in school this morning looking so smart.

It has been a busy summer here at school with class teachers working hard to prepare their classrooms for their new pupils. The school looks wonderful and I would like to express my thanks to them all for their hard work.

We have also had some building done this summer with the creation of a new intervention room outside Year 3. You may also notice that we have extended the top playground allowing more play space for pupils in our growing school. The hall has had a much-needed lick of paint as have the admin offices.

I look forward to working with you all in the coming year and to achieve the very best outcomes for our pupils.

Kind Regards

Zoe Cahalan

### Dates for Your Diary

9<sup>th</sup> Sept - Meet the teacher  
3<sup>rd</sup> Oct – National Poetry Day  
7<sup>th</sup> – 11<sup>th</sup> Oct – Dyslexia Week  
8<sup>th</sup> Oct – Adult accompanied lunch Nursery & Reception  
9<sup>th</sup> Oct - Adult accompanied lunch Year 1 & 2  
10<sup>th</sup> Oct – Adult accompanied lunch Year 3 & 4  
25<sup>th</sup> Oct – Inset Day  
28<sup>th</sup> Oct – 1<sup>st</sup> Nov – half term  
12<sup>th</sup> Nov – School photos  
13<sup>th</sup> Nov – Parent activity session  
20-22 Nov – Whitemoor Lakes  
18<sup>th</sup> Dec – Christmas Lunch  
19<sup>th</sup> Dec – Christmas Singalong

20<sup>th</sup> Dec – Pantomime  
20<sup>th</sup> Dec – Last Day finish for Christmas holiday  
5<sup>th</sup> Jan – School opens  
28<sup>th</sup> Jan - Adult accompanied lunch Nursery & Reception  
29<sup>th</sup> Jan - Adult accompanied lunch Year 1 & 2  
30<sup>th</sup> Jan - Adult accompanied lunch Year 3 & 4  
14<sup>th</sup> Jan – Y2 SATs information  
21<sup>st</sup> Jan – Y1 Phonics information  
11<sup>th</sup> Feb – Safer internet day  
13<sup>th</sup> Feb – Church Service  
14<sup>th</sup> Feb – Inset Day  
17<sup>th</sup>-21<sup>st</sup> Feb – Half term  
5<sup>th</sup> March – Parent activity session  
5<sup>th</sup> March – World book day  
24<sup>th</sup> March – parents afternoon/evening  
2<sup>nd</sup> April – Easter service  
6<sup>th</sup> – 17<sup>th</sup> April – Easter Holidays  
11<sup>th</sup> – 15<sup>th</sup> May – provisional Y2 SATs week  
12<sup>th</sup> May – Class Photos & Y4 Leavers Photo  
21<sup>st</sup> May – Church service  
25<sup>th</sup> -29<sup>th</sup> May – half term  
2<sup>nd</sup> June - Adult accompanied lunch Nursery & Reception  
3<sup>rd</sup> June - Adult accompanied lunch Year 1 & 2  
4<sup>th</sup> June - Adult accompanied lunch Year 3 & 4  
8<sup>th</sup>- 12<sup>th</sup> June – Year 1 Phonics testing  
6<sup>th</sup> July – Reports out  
14<sup>th</sup> July – Y4 leavers do  
15<sup>th</sup> July – Sports day  
16<sup>th</sup> July – end of year service  
20<sup>th</sup> July – Inset Day  
21<sup>st</sup> July – closed for summer

### Uniform



We realise that uniform is expensive so please make sure that all of your child's uniform is marked with their name, it is difficult to locate and return unnamed items of clothing.



### Water Bottles

Just a reminder that your child should bring a water bottle to school to keep in class. This is in addition to any brought in sandwich boxes for lunch time. Please ensure that this is filled with **water only** and not juice.

*“Together we learn! Together we achieve! Together we believe”*



### School Lunch

Children in Reception, Year 1 & Year 2 are able to have a free meal at lunchtime, so why not give yourself less to do in a morning and let your child try our school lunches. Our latest menu can be found on our school website under the 'Parent' tab. Lunchtime will now be from 12-1. This is a slighter earlier time to last year.

### Free School Meals

Is your annual income below £16,190? If it is and you are not claiming working tax credits it is important that you apply for Free School Meals as your child will also qualify for cheaper school trips, free milk and education support where appropriate. To apply online please go to [www.staffordshire.gov.uk/freeschoolmeals](http://www.staffordshire.gov.uk/freeschoolmeals) where you will get an instant answer.

### School Times

School starts at 8.45am when the bell is rung and the children can come into school. Rec, year 1 and 2 finish at 3.15, Year 3 and 4 finish at 3.20pm. Please make sure that you do not enter the playground in the mornings until school staff are manning the gates at 8:40pm, even if the pedestrian gate is open. It is important that you make sure that you have informed the school if someone other than the people who normally pick up your child is collecting them from school. We will not let them go if you have not told us, this includes being collected by another parent.

### The Office

The office will be closed to parents between 8:30 - 9:00am and from 3pm daily. Please could parents not come up the ramp during this time, if you have a message you can give it to the member of staff on gate duty.

### SAT's and Phonics testing

The Year 2 SAT's will provisionally be carried out during the **11<sup>th</sup> – 15<sup>th</sup> May**. The phonics testing for Year 1 will take place the week commencing the **8<sup>th</sup> June** although this has to be confirmed. Please do not take your child out of school during

these weeks or the weeks prior to the testing. If your child misses their test(s) they will still have to do the tests on their own, out of the classroom, if they are off school for any reason. **However, if they are absent for the duration of the allocated test period they will not be awarded a score.**

**Taking your child out of school at any time puts them at a disadvantage to the rest of the class.**

### Worship

As most of you are aware we hold a Celebration Worship every Friday morning at 9.00am. Everyone is welcome to come along. The hall acoustics are not good so if your pre-school child becomes disruptive please take them out or into the library where there are some toys to play with. Could we also ask parents not to use your phones during worship. We ask the children to concentrate and pay attention it is only fair that adults do too. Selected Children receive a Headteacher's award each week, you will be notified by text the previous evening if your child is going to receive one. **There is no celebration worship this Friday.**

### Contact Details

If you have moved house, changed your phone number or any of your contacts have changed their phone number please let the school office know. Could any Reception class parents who have not yet returned their data sheets do so asap as we cannot get in contact with you if your child is ill or there is an emergency.

### Medical Appointments

Please make doctors / dentist appointments out of school hours. If your child has an hospital appointment, please bring the appointment letter to school as the time off will not be authorised without proof.

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## **Safeguarding**

We all have a responsibility to our children in the community. If you have any concerns regarding a child's welfare please ring the First Response Team on 08001313126. If you have any concerns regarding the conduct any class teacher please make an appointment to see Mrs Cahalan to express your concerns. If you have a complaint against Mrs Cahalan please speak to the school office for further details.

## **Meet the Teacher**

On the 9<sup>th</sup> September there is a chance to meet your child's class teacher. This is an informal meeting where the teacher will tell you what topics your child will be studying this year, what is expected with regard to homework, reading etc and a chance for you to ask questions about the classroom routines. This is not an individual meeting to ask about your child's progress these will be held in October and March. The Rec, Y1 & Y2 session will be at 3.20 and the Y3 & Y4 meetings will be at 3.30pm. Staff will also be sharing information about our new behaviour policy.

## **Leave of Absence**

As you are aware there have been changes in the leave of absence since September 2013. Unless the absence requested is for exceptional circumstances eg. a funeral of an immediate family member, the request will not be granted. Please don't ring in and say your child is sick as they always tell us where they have been and the register is adjusted accordingly. In the exceptional case that you need to request leave, the new forms are in the filing cabinet in the foyer.

## **Sickness**

If your child is sick and will not be coming to school please ring the office by 9am and leave a message. Please note that if your child has vomiting and / or diarrhoea they must be kept at

home until 48 hours has passed since the last episode of vomiting / diarrhoea.

## **Year 4 trip to Whitemoor Lakes**

Please make sure that any outstanding balance for this trip is paid for on Parent Pay by October 24<sup>th</sup>.

## **Website**

Our website has all the above dates on the calendar plus bulletins and school policies. You can have a look at:

[www.stmichaelspenkridgeschool.co.uk](http://www.stmichaelspenkridgeschool.co.uk).

## **Bump Notices**

Please can you check your child's book bag on a daily basis to see if they have had any accidents in school.

## **Parent Volunteers**

If you would like to give some of your time to help in class, please contact the school office. We are always grateful to have extra support in class with things such as reading with the children. Thank you.

## **Staffordshire Police HQ open day**

Staffordshire Police are running a free Force Open Day on 8 September at their HQ. The day is open to everyone, and runs from 11am-4pm.

Everyone is welcome and there are lots to do for all the family. There will be live demonstrations, high-speed driving, a chance to meet lots of gorgeous police dogs, and see the latest police technology.

## **Bike/Scooter Parking**

We have moved the cycle/scooter rack so that children can drop them as they come into school in the morning. It can now be found under the tree beside the steps leading to the top playground.

## **Michael's Mail**

The weekly newsletter is emailed every Monday. You can also view it on the website, our Facebook page and on the notice board outside.

This half term's Christian Value is **Kindness**.



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