

# Simmondley Primary School

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Headteacher: Mrs D Greaves  
Deputy Headteacher: Mrs G Ellison  
Chair of Governors: Mrs C Wood  
Website: www.simmondleyprimaryschool.com

Monday 8<sup>th</sup> January

Dear Parents and Carers,

*Welcome back!*



I hope you had a lovely Christmas and are refreshed for the New Year. As always, you may wish to have a cup of tea and a piece of fruit (I think we have probably all had a chocolate and biscuit overload!) as you read our newsletter if you are able to, as it is rather long. We would like to thank you and your children for your generosity and kindness for all the lovely Christmas gifts we have received.

## *Simmondley Snapshot*



There were lots of 'Reasons to Celebrate' last half term and I feel very lucky to be the Headteacher of our wonderful community school. Our pupils continue to take part in a variety of events and activities in school and extra-curricular activities contributing to a broad and balanced and enriching curriculum.

Pupils have received certificates for showing the strengths of Respect, Prudence, Cooperation, Determination and Sportmanship. Well done to our certificate winners. Blue Team were Colour Winners last half term and have enjoyed a popcorn and short film treat last week.

There are a variety of after school clubs and opportunities for sport and we have introduced sports coaches at lunchtimes to develop competitive sports and to support our fabulous midday team. We are supported in school by UK Sports Dance and On Target Sport who help us to develop opportunities for our children in a range of activities promoting skills based and competitive Sport.

We are very proud of our school and visitors are highly complimentary about what a warm and friendly place it is to be. Towards the end of the term our many Christmas events were a reminder of how parents, carers, staff, staff and children work together so successfully. What a great reflection of our school motto, ***'Learning together, achieving our best, supported by a happy and caring environment.'***

Thank you to each and every one of you for your contributions in helping us to achieve this for our children. Your support is most appreciated.

## *Start of the Day*

Please may I remind you that the Foundation Stage and KS1 classroom doors open at 8.50am for you to hand your child over to their teacher. To avoid congestion and to encourage your child's independence ***please avoid going into the classroom with them***. The whistle is blown at 8.55am for KS2 children to line up on the playground. ***It would be helpful if parents of KS2 children left the playground when the whistle blew so that the pedestrian gates can be locked at 9am***. The outside doors are closed at 9am and children who arrive after that time will need to enter school through the main door where they will need to be signed in at the office. It is important that children are in school on time as after the register at 9 o'clock, lessons begin promptly in all classes. We continue to work hard to accelerate pupil progress and it is important that children are in school for the start of their lessons as it is unsettling for them, their peers and the teacher when the start of the day is disrupted.

***Please could I respectfully ask that you only pass on brief messages to your child's class teacher in the morning. If you need to speak to a teacher about anything else, please let the office know and an appointment or telephone appointment will be arranged for you as soon as possible. If you have Safeguarding Concern, please let this be known at the office and Mrs Ellison or I will meet with you or telephone you as a matter of urgency.***

## *Flu, colds, sickness etc*



**It is that time of year again and there are some particularly nasty bugs about. Please could I remind you that we do ask that parents do not send their children into school when they are poorly as we want to avoid germs and infection spreading.**

I would also like to remind parents that if your child has a stomach upset (sickness/diarrhoea) **you do need to keep your child off for 48 hours ( 2 days) after the last occurrence** of sickness/diarrhoea. If they are in school and need medicine to be administered, this **must not** be sent in with the child but handed in to the Office in the dispensed bottle/packaging and the appropriate forms also need completing. Mrs Kimberley will be more than happy to help you if you call in at the office.

## *OOPS! Box*

The Oops Box is working well but just a reminder.... If you need to send something into school, please could you put it in carrier bag with your child's name and class on it and leave it in the 'Oops! Box' in the entrance area. Monitors will pick it up at morning break and deliver it to the children.

## *Late Pickup at the end of the day*



Late pick up arrangements which have worked well and we will continue with them this year. KS1 children will stay with their teacher on the playground or in their classroom until **3.40pm**. **KS2 children have been reminded that if no one is there for them when they are dismissed from class they must not leave the school grounds but come straight back into school and report to a staff member.** If children have not been collected by 3.40pm they will be taken to After School Club where **they will need to be picked up from at the entrance to Rise and Shine Club at the back of the Car Park.** Your child will be provided with a drink and a snack and the cost will be £2.00 per half hour of care provided. **Please do not come to the front of school.**

## *Supply Cover Arrangements in School*

Supply cover is required in schools for a variety of reasons; to enable staff to access training for their class teacher role, and their subject leader roles, for PPA ( Planning, Preparation and Assessment Cover), leadership and management activities and sickness absence. We are very fortunate here at Simmondley in that we encounter very little long term sickness in our school but occasionally as in any other workforce our staff can fall ill. At present we use Mrs Longworth and Mr Ellison for supply to cover classes. They are both known to the school and know our school well. Mrs Worrall who is a Higher Level Teaching Assistant provides most cover although we have an exceptionally talented group of Teaching Assistants who also work at a Higher Teaching Assistant Level to provide short term cover. The benefits are that the staff are known by the children and the children are known by the staff. During absence, long term planning is adhered to and teachers who work in parallel classes provide planning support for supply teachers and teaching assistants to ensure continuity and progression for our children. If you require any further information about supply cover in our school, please make an appointment to speak to me.

## *Wrapping up Warm for Winter*



The winter has been reasonably mild so far but I am sure that there are some very cold and wet days ahead. We try to get the children out as much as we possibly can. As the weather begins to change, please make sure that they have a warm ( and preferably a waterproof) coat, sturdy closed shoes and hats and gloves so that they can enjoy the fresh air every day. Outdoor PE continues through the winter too and children are welcome to wear lots of clothes for this including sweat tops, joggers and waterproof jackets.

## *Social Media Policy*



Just to remind you that we have set up our own Facebook and Twitter Accounts. We are having plenty of 'likes' and 'views' and have received very positive feedback about our new way of sharing our achievements and celebrations. You can follow us on Twitter @simmondley16 and on Facebook at Simmondley Primary School.

## *Lost Property*

We simply do not have the capacity in school to keep endless amounts of clothing, coats, shoes etc for long periods of time. There is a Lost Property Box at the front of school. Items will be on a table in the Entrance Hall on a Friday each week and if uncollected, will be bagged up and sent on to a good cause.

## *Universal Free School Meals for Reception, Year 1 and Year 2*

The implementation of Universal Free School Meals has been implemented with great success at Simmondley and the vast majority of our younger pupils now receive a hot meal every day in school. Thank you to Sue, our cook and all the kitchen staff who work hard every day to ensure standards are met and our food is of the highest quality.

***Please note this does not replace those children eligible for Free School meals and in doing so receipt of Pupil Premium.*** Registering for free meals can raise an extra £1,300 for our school, to fund valuable support like extra tuition, additional teaching staff and after school activities.

- 1) Is your joint family income under £16,190 per year?
  - 2) If not, are you in receipt of any of the benefits listed below?
- Income Support?
  - Income-based Jobseekers Allowance?
  - Income-related Employment and Support Allowance?
  - Support from NASS (National Asylum Support Service) under part 6 of the Immigration/ Asylum Act?
  - The guarantee element of State Pension Credit?
  - Child Tax Credit (with no Working Tax Credit) with an annual income of no more than **£16,190**?
  - Working Tax Credit run-on?
  - Universal Credit?

***If you answered yes to either of the above then please come to us immediately.*** If you are eligible, rest assured that the information is confidential. We are very discrete - even your child will not know that you have registered – let alone anyone else. Help us to help your child.

### *School Website*

Please do make a regular visit to our website [www.simmondleyprimaryschool.com](http://www.simmondleyprimaryschool.com) as we are regularly adding and updating it with news and information. The website contains most of our key policies and information but if you could let us know if there is any key information you think we may be able to add to help parents we would be most grateful

### *Rise and Shine and Sunset Club*



There are places available at our After School Club 'Sunset Club.' Please contact Mrs Brooks on 07842 094 890 for further information. Prices are as follows;

Sunrise: £5.00

Sunset: up to 4.30pm £4.00  
 up to 5.15pm £6.00  
 up to 5.55pm £7.50

The cost of tea will remain at £2.00 for the present.

**Please note that if you require emergency After School Care you will now be able to book for that day or week by ringing the School Office on 01457 852 721 and your child will be booked in.**

### *Holidays in Term Time Reminder*

Please can I remind you that ***under the current government legislation*** I am still unable to authorise holidays/leave of absence in term time except in the most exceptional circumstances. There continues to be a considerable number of requests for 'holiday leave' in our school. Circumstances such as ***parent's work commitments***, ***cheaper holidays*** or the chance for a ***"holiday of a life time"*** are not considered to be "exceptional" and I cannot authorise holidays in these circumstances. If parents choose to take children out of school for a holiday without authorisation from the school then such absences have to be recorded as unauthorised. Unauthorised absences will be referred to Derbyshire County Council who will issue Penalty Notices in line with their policy. Please follow the link below for Department for Education legislation <https://www.gov.uk/government/publications/leave-of-absence-children-missing-school-during-term-time/holidays-during-term-time>

## Communication



Mrs Kimberley is available in the office from 8.30am- 11.50am and from 1.15pm to 4.30pm. **Please note there is a reduced service in the office over lunchtime.**

### **INSET DAYS 2017-2018**

Please note that the INSET day for the remaining academic year 2017-2018 is as follows;

**Monday 9<sup>th</sup> April 2018**

### **Concerns and Complaints**

We have an open door policy at Simmondley Primary School and believe in working in partnership with you so that any difficulties which may arise are usually resolved by discussion in school. It is helpful if you contact us at an early stage with your cause for concern so that all parties can be prepared for when we meet and the situation does not escalate.

**The use of Social Media sites does not address the problem and if school does not know it is not possible for us to respond.**

Where there are concerns, the class teacher should first be consulted as this is usually the best way to resolve any concerns you may have. If you feel that the situation remains unresolved please make an appointment to see the Key Stage Leader. They are as follows;

Upper Key Stage Two Leader	Mrs Ellison	Year 6 and Year 5
Lower Key Stage Two Leader	Mrs Collyer	Year 4 and Year 3
Key Stage One Leader	Mrs Daniels	Year 1 and Year 2
Foundation Stage	Mrs Horton	Reception

Where issues are not resolved at class or Key Stage Leader level or your class teacher is the Key Stage Leader, please contact school to speak to myself or Mrs Ellison. **You are encouraged to talk to class teachers, Key Stage Leaders and myself about good things that are taking place too!**

We will endeavour to arrange for you to be seen or telephoned on the same day if possible, but in keeping with the smooth running of school, this may not always be the case and an appointment for the next convenient time will be offered to you. This can be either in school or a telephone appointment. All telephone appointments and meetings in school are logged so that there is a transparent process. Issues will be followed up immediately or as agreed, and you will be contacted promptly regarding your complaint. Procedures for making formal complaints to school are available on the school website [www.simmondleyprimaryschool.com](http://www.simmondleyprimaryschool.com) or at the school office on request. **Please note we do not operate a 24 hour email service and an acknowledgement of your concerns will be sent to you within 24 hours of our receipt of your concerns, and your concerns will be followed up in line with our policy.**

Under circumstances where issues were not resolved formally in school, the Chair of Governors, should be contacted in writing, via the school. **Where complaints need to be taken beyond the school and the Governing Body are involved, the DfE/ LA recommended complaints procedure has been adopted by the Governing Body and will be followed.**

Thank you for your support in following these procedures.

## *Parent Pay Reminder*

In an attempt to remove all cash and cheques from school we are asking all parents to only use our e-payment method for **dinner money**. This can be done online using a very secure website called Parentpay or in cash at local stores where you see the PayPoint logo. Please do not hesitate to speak to Mrs Kimberley if you would like any further information or if you require a letter with an activation code. **Your support in using ParentPay will help the school enormously**, thank you.

## *Applying for Reception Class 2018*

If your child was born between 1 September 2013 and 31 August 2014 they will be eligible to start school in September 2018. You should apply for their infant or primary school place by the **15th January 2018**. You will be able to make your application from **9am on the 13th November 2017** at [https://www.derbyshire.gov.uk/education/schools/school\\_places/default.asp](https://www.derbyshire.gov.uk/education/schools/school_places/default.asp)

## *Parents Association*



I would like to say a very big thank you to all the members of the PA who work relentlessly behind the scenes to support our children and our school. We really do all work together for the benefit of our children and it is great having such a wonderful team on board. If you are interested in getting involved they can be contacted by email to [pa@simmomndleyprimaryschool.com](mailto:pa@simmomndleyprimaryschool.com).

## *School Run-Parking on Pennine Road.*



Here at Simmondley, we try very hard to keep on good terms with our neighbours. When this goes wrong it creates bad feeling about our school and causes my time being taken away from the core purpose of educating our children when I have to follow up legitimate complaints made by local residents. Unfortunately this is almost **always** due to inconsiderate and sometimes illegal parking. Please could I ask that you are mindful of our neighbours and avoid blocking driveways, double parking and do not park in the Bus Lane and Zig Zags at pick up and drop off. We have asked for support from the police with this continuing situation who will be issuing fines. ***This is a small minority of parents that are causing unrest between school and our neighbours and I would like to thank the majority of you who park safely, considerately and legally and are as concerned as I am about the situation.***

## *Partnerships*

Our school continues to build and work with a variety of partners in order to continue to improve our provision for our children. We play an active role in the Glossop Heads Cluster, which is made up of the fourteen primary schools and two secondary schools; we have informal partnerships with Prestbury Primary School and have been working with the Ignite Teaching School Alliance and East Cheshire Primary Heads Association. We also value our partnership with Manchester University and have been training PGCE Students here for the past few years. My role as an Associate School Improvement Advisor working with five schools within the authority is enabling me to access up to date professional development which is of great benefit to our school. We continue to be outward looking and positively welcome collaboration with others.

## *Adverse Weather Conditions*



It is unlikely that school will close if we have snow. We have a very comprehensive snow plan and will inform you by text and on the website by **7am** as to whether school is open or not. If the Snow Plan Procedure is in place, children will need to be dropped off and at the front of school at the office entrance as the playground will be closed. If the weather worsens as the day goes on a text will be sent out and you will be able to collect your child earlier so that you are able to travel safely. Sufficient staff will remain on site to supervise the children until normal pick up time so please don't worry as we all know that Glossop can grind to a halt when the snow arrives. As usual we will operate a one way system at the end of the day with parents collecting their children through the entrance at the front of school and exiting through the fire exit door in the Hall. Please check out our website for our Snow Policy.

Once again I would like to say well done to our school community and I look forward to working in partnership with you along with the rest of our Simmondley Team this year....

Kindest regards

Debbie Greaves

**A list of diary dates to follow.**