

Simmondley Primary School

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Headteacher: Mrs D Greaves
Deputy Headteacher: Mrs G Ellison
Chair of Governors: Mr M Jolly
Website: www.simmondleyprimaryschool.com

Monday 10th September

Dear Parents and Carers,

Welcome back!



I hope you had a lovely summer holiday and managed to get out on the days the sun made an appearance in the holidays! A special welcome to our new Reception children and other children, who have joined us. I hope you and your children will soon settle into our 'Big Family at Simmondley' and enjoy joining in the fun, learning and life at our busy community school. All the pupils look very smart in their school uniforms and have settled into their new classes very well. The new Reception children in Apples and Rowan classes are delightful and are settling into their classes superbly! Welcome too, to Mrs Gerrard and our two new parent governors Ms Cahill and Mrs Crosse.

I apologise now for the length of our first newsletter but there is lots of information and reminders at the beginning of the year. You may wish to have a cup of tea and a biscuit and put your feet up to read it, if you are able to.

Building and Improvements

There has been some redecoration over the holidays. School is looking clean and tidy and I would like to thank Mr Phillips for painting Apple, Rowan Class and the School Office and all staff who came in during the holidays to get our school, office and classrooms ready for the children.

Simmondley Snapshot



We have started our professional learning this year with some whole school behaviour training and are currently reviewing and trialling our strategies. We will keep you informed of some of the aspects that are changing and our new Behaviour Policy should be ready by half term. Our revised rules are;

Be kind,
Be ready
Be safe.

We are looking to catch our children everywhere in school keeping these rules and will be praising them for doing so.

Start of the Day

You will notice there have been some changes to the start of the day and our meet and greet procedures. Thank you for your support with these. Please may I remind you that Apple and Rowan Class gates opens 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.** Elm Class will be collected from the playground at 8.50am. Please look out for Mrs Rocca-Jordan or an adult holding up the yellow Elm Class sign. The whistle is blown at 8.55am for Y2, 3, 4, 5 and 6 children to line up on the playground **on their own. Adults please remain behind the yellow cones.** There are staff on the playground who will support those children who arrive after their line has gone in but the pedestrian gates will be locked at 9am. Those 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. Children will line up outside their classroom and be greeted by their teacher on the way in. 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 a 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.

Scooters and Bikes

Please do not allow your children to ride their bikes or scooters in the playground at the start and end of the school day. I know the playground is a very tempting place in which to whizz about, but it is also a crowded place and speedy wheels can cause accidents! Thank you for your support.

Use of Trim Trail on the Playground.

Please note: The Trim Trail is for use under Staff Supervision during the school day between 9am and 3.30pm **.It is closed to all children before and after these times.** The Trim Trail is risk assessed by a staff member at various times during the school day before children are allowed on it and on no account should anyone be playing on it outside of those hours. The children know that they are not supposed to use it too.

School Uniform



In relation to uniform and dress in general we do try to be balanced and take a common sense approach, and our uniform policy is available on the website. There are however times when we may need to make a judgement in relation to a new fashion statement linked to hair styles, shoes and other items pupils wear from time to time.

Please could I remind you that children should not wear nail varnish or wear logo/football/ wrist bands or elaborate headbands, but a watch with a name on if possible is allowed. Thank you for your support in helping our children continue to look smart in school and take pride in their Simmondley uniform.

OOPS! Box



I am sure that we all agree that we would like to encourage our children to be independent and organised, however we understand that occasionally things are forgotten in the morning and they have to be dropped off in school during the school day. If this happens on a regular basis Mrs Kimberley and Mrs Hinchliffe are taken away from her work in the office and the learning of children in classes is interrupted to drop these items off. If you need to send something into school, please could you put it in a 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.

Illness, sickness etc

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 and Mrs Hinchliffe will be more than happy to help you if you call in at the office.

Late Pickup at the end of the day



Late pick up arrangements are working well and we will continue with them. 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 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.**

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.

School Website

Please do make a regular visit to our website 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.

Supply Cover /Staff Absence 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 staff absence. We are very fortunate here at Simmondley in that we encounter very little long term staff absence in our school, but occasionally, as in any other workforce this may happen. 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, Team Leaders oversee and quality assure learning and standards in classes, talking to pupils and looking at books. Teachers who work in parallel classes provide planning support for supply teachers and teaching assistants to ensure continuity and progression for our children.

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, school trips, Sunrise, and Sunset Club**. 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 or Mrs Hinchliffe 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.

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

Universal Free School Meals have 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 are in 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.

Safeguarding Update from Derbyshire County Council

I have been asked to let you know that our school will receive from Derbyshire Police a notification of every incident that has been reported to them or known to them of domestic abuse where a child is known to be living in the household.

This is a Derbyshire Police initiative working with Derbyshire County Council Childrens Services. Safeguarding is everyone's responsibility and this is to help schools with responses to domestic abuse by helping them support children and their families exposed to or involved in domestic abuse.

This may mean talking to pupils about their experiences, raising awareness through classroom discussion and schools activities, helping victims and families by providing to them signposting information.

This school is committed to protecting children and young people and working with partners to stop domestic abuse.

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.

If you require emergency After School Care you will 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.

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School Office



Mrs Kimberley is available in the office from 8.30am- 11.50am and from 1.15pm to 4.30pm. Mrs Hinchliffe, our School Business Manager, is in school all day on Monday, Tuesday, and Thursday and alternate Wednesdays and Fridays. **Please note there is a reduced service in the office over lunchtime.**

Communication

Please can you ensure that you return your child's Personal Information form as soon as possible as we need this to check our records are correct. Please complete a form for each child. As we are responding to your requests for alternative forms of communication and trying to cut down on the amount of paper we send home, please check the school website for all class newsletters and copies of trip/swimming/afterschool club letters. Please note as we require a signature for trips and afterschool clubs these will be sent home with your child. If you do require a paper copy of any letter, please contact the school.

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>

Attendance and Punctuality

Our school is continuing to focus on attendance and punctuality and we are writing to remind you that we expect children's attendance to be at 96% . THANK YOU SO MUCH to those families who ensure children's punctuality and attendance is high. THANK YOU for getting these important habits established early on in your child's life as it will make a difference in their futures. There is a link between attendance and achievement and therefore it is very important that your child attends school every day unless there are **exceptional** circumstances.

INSET DAYS for 2018-2019

Friday 26th October 2018
Monday 5th November 2018
Monday 22nd July 2019

Open Day

We will be holding an Open Day on **Thursday 18th October**. The times will be 9.15-11.30am 1.30-3.30pm and 1.30-3pm. Please do put the date in your diary and drop in during the day for a tour of the school and to see us in action.

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

Earrings

Children should not wear earrings for Sport and PE. Please take them out on the day that your child takes part in such activities. If you wish to tape them up, please do so before they come to school as we are not able to.

Administration of Medicine in school.

If your child needs short-term medication (for example, antibiotics) you must complete a medicine request form, available from the school office. **We can only give medication that has been prescribed by a doctor** and only if a medicine request form has been received. Please ensure you hand any medicine to the office. **Please do not ask children to be responsible for doing this.**

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.

Social Media Sites

The use of Social Media sites is not an appropriate way to raise genuine concerns or talk negatively about staff members, as problems cannot be investigated and dealt with fairly and effectively, if school does not know about them.

May I also respectfully remind you that a statement about an individual that is untrue is libellous, especially if it undermines the reputation of an individual. ***If such comments are made about any staff member, this will be followed up by the Derbyshire Legal Services and staff union representatives to seek independent legal advice about pursuing a claim.*** May I also remind you that our school is trying to educate children about “cyber bullying”, and to protect pupils from becoming victims of such bullying. Posting negative or offensive comments on social networking sites sets a very poor example, and could lead children to believe that “cyber bullying” is in some way acceptable. If children have access to negative comments about our school and our staff, it could reduce their confidence in the school, and this could be damaging to their education. ***Thank you once again to the many of you who support us, work with us and use the appropriate channels to raise your concerns.***

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 your child’s Team Leader. They are as follows;

Upper School Team Leader	Mrs Collyer	Years 4, 5 and 6
Middle School Team Leader	Mrs Daniels	Years 2 and 3
Lower School Team Leader	Mrs Gerrard	Reception and Y1 Mrs Ellison for Apple

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 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 which is available on our school website.

Thank you for your support in following these procedures.

Healthy Packed Lunch Reminder



A few of our children are still bringing rather unhealthy packed lunches to school containing lots of processed food and with very little fresh fruit or salad or any protein-rich food.

If children eat well at lunchtime, they have more energy and better concentration levels and so are able to learn well in the afternoons.

Please help your child by following the school guidelines on packed lunches below

Sandwiches with a protein rich filling (i.e. tuna, cheese, cold meat, egg etc.) You could ring the changes sometimes with a different source of carbohydrate i.e. pasta or rice salad, filled wraps, pitta bread, crackers and cheese spread etc.
Fruit, salad and vegetables (i.e. carrot sticks, apples, grapes, tomatoes, oranges, plums, cucumber, sweetcorn, raisins etc)
Dairy food – a yoghurt or some cheese
Something (non-fizzy) to drink - low or no sugar if possible
An optional small snack or treat; i.e. crisps, a biscuit or cereal bar, a bun or scone, a “corner” yoghurt, cheese dunker, mousse, jelly etc ONLY ONE OF THESE PLEASE!

I have asked our lunchtime staff to encourage the children to eat their sandwiches, fruit, salad and dairy food **BEFORE** they eat any snacks or treat you may have included.

School Run-Parking on Pennine Road.



Please remember to park legally and safely at drop off and pick up times. Thank you to the many parents who do so, as the safety of our children is of great importance to us, as is our relationship with our neighbours. This applies to events after school too.

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 Collaboration of Glossop Schools (COGS) which is made up of seventeen nurseries and schools in the area. There is the Glossop Heads Group, Special Educational Needs Coordinators, Business Managers, Deputy Head and Assistant Heads Network. Our aims this year are to provide networking opportunities for our staff, opportunities for staff development and training and opportunities for pupils across the cluster. We are also working with the Ignite Teaching School Alliance and continue to be outward looking, and positively welcome collaboration with others.

Thankyou



I would like to say a very big thank you to Cherie Bottomley who keeps our fish at the front of school, healthy, happy and clean throughout the year. We are very grateful for the time and effort that she gives.

We have a very busy, exciting year ahead and I look forward to working in partnership with you along with the rest of our Simmondley Team this year.

Kind regards

Mrs D Greaves

Please note this will be the last paper copy of our Half Termly Newsletter. In future a text will be sent out to alert you that it has been uploaded to the website and it will be sent out to you via email. The office is currently in the process of setting up email correspondence.

A list of diary dates to follow