



Volume 16, Edition 1, 10<sup>th</sup> September 2018

[www.westgateprimary.co.uk](http://www.westgateprimary.co.uk)  
[admin@westgateprimary.co.uk](mailto:admin@westgateprimary.co.uk)

### WELCOME BACK

It has been lovely to welcome everyone back, along with some new names and faces, in the last week. I hope all of our families have had a fun and happy summer holiday. As well as all of our reception and nursery starters, we have said hello to 2 new pupils in Y4, and Mrs Jagger and Ms Ellison in Reception! Also, Miss Ingle is now Mrs Kerry, following her wedding over the summer.

In other news, I am sure everyone will be pleased to hear that Miss Robinson's twin boys were safely delivered last month. Both Arlo and Jaxon (and Mum!) are doing well and we hope to see them in school when they are ready to visit.

Our first two days as a staff last week (Monday- Tuesday) were spent in whole-school training focusing on: supporting children's behaviour and safety; teaching writing; and using iPads. We learned lots and had fun too!

This newsletter is a bumper edition, setting out information for the year ahead. Please make sure you take note of the important information contained within!



It's not long until our first big school event: **Harvest Festival**. This will take place at Otley Parish Church (All Saints) on Thursday 4<sup>th</sup> October at 14:00. Parents and carers of children from Reception upwards are welcome to come along to join us and any donations of food should be given to your child's class teacher at the start of school that morning. Food donations will be split between Otley Food Bank and PAFRAS (Positive Action For Refugees and Asylum Seekers) in Leeds. We can accept tinned and packet/ dried goods. Thank you in

advance for supporting the collection and I hope you are able to join us to hear the children's readings and singing.

Helen Carpenter  
Head Teacher

### UPDATED BEHAVIOUR POLICY



This year we have updated our Behaviour Policy, in light of an evaluation carried out by staff last term.

The Behaviour Ladder starts on **Green** as before, and now goes upwards through **Bronze** and **Silver** to **Gold**, which children can achieve by doing the right thing in lessons and around school. Going down from **Green**, children may move onto **Yellow**, which is the equivalent of a reminder and reflection. If poor behaviour persists children may move down through Amber and **Red**. It is expected that very few children will reach **Red**, and children can always move up and down from any point during the day. If a child is violent towards another pupil or adult they move down to **Red** automatically.

From this term, there are further sanctions for moving to **Amber** or **Red**. Each class will have Golden Time on Friday at 14:30, and reaching **Amber** or **Red** will result in missed Golden Time (5 and 10 minutes respectively). Reaching **Red** twice in a week will result in missing all of Golden Time, and the following week the child will have to earn back their Golden Time with consistently good behaviour through the week, in 5 minute increments.

We hope that this structure is clear for children and helps them all to make good choices and understand the consequences of their actions.

## HOLIDAYS IN TERM TIME AND ATTENDANCE

A reminder for parents and carers thinking ahead already to family holidays in the coming year, that holidays taken in term time are not usually authorised and parents taking children on holiday in school time risk a fine, in line with government and local policy. In addition, where a child has been reported as absent due to illness and we have good reason to suspect that in fact, he/she was on holiday, parents will be asked to provide proof that he/ she was in fact poorly. Fines are issued on a 'per parent, per child' basis.



When requesting time off from school for any reason, parents must fill in an absence request form (available from the school office) and this should be done as far in advance as possible. It must be done via the school office rather than the class teacher, even if it is 'just' a request to leave before the end of the school day.

Please also note that children's attendance is calculated by our information management system on their presence at registration. Absences for any reason other than an approved school activity that mean a child misses registration (morning or afternoon) will affect their overall attendance record. This is standard procedure for schools.

*Thank you for your understanding in this matter.*

## SCHOOL COMMUNICATIONS

We continue to use electronic means as our main method of communication. This means that the default position is that newsletters and letters are sent via email to people with parental responsibility and *not* as a hard copy. This is to counteract the ongoing problem that no matter how it is managed, many children lose letters between being given them by their class teacher and getting home. It is therefore essential that parents check emails regularly: we can ensure that letters are emailed to you but we can't make you read them! If you have the eSchools app on your smartphone, all letters home will be kept in there and you will never lose one again. Letters with a



slip to be returned will always also come home as a hard copy (unless, of course, they are mislaid).

Texts are sent to the first named contact *only*, except in the case of separated parents. Again, if you have the eSchools app on your smartphone, instead of receiving texts as SMS messages, you will receive them as a push notification in the app.

Finally, I will endeavour to include all the information you need in newsletters, rather than in lots of separate letters. Please read them and make note of information/ dates relevant to you.

## DATES FOR THE DIARY



Please find below a reminder of all the dates we have planned so far for this academic year.

They are also to be found on the calendar when you

log on to the VLE. Please check in case there are any changes from provisional dates given out at the end of the last academic year... and make sure you transfer all relevant events into your diary or calendar as soon as possible!

- 13/09/18 Y6 Herd Farm/ SATs meeting
- 20/09/18 FOW meeting 19:30 The Fleece
- 25-27/09/18 Mimika Theatre
- 27/09/18 Y5/6 Trip to Saltaire
- 04/10/18 Harvest Festival 14:00
- 09/10/18 Rec Curriculum evening 18:00
- 12/10/18 EYFS Training Day- school closed for Reception & Nursery
- 16/10/18 individual school photos
- 23/10/18 Consultation evening 17:00
- 25/10/18 Consultation evening 15:30
- 26/10/18 Break up
- 05/11/18 Back to school
- 23/11/18 Takeover Day
- 12/11/18 w/b Anti-Bullying Week
- 15/11/18 Walk the Walls
- 16/11/18 Children in Need Day
- 22/11/18 Nursery Induction 15:45
- 02/12/18 Otley Victorian Fayre
- 07/12/18 Xmas Tree choir concert 19:00
- 13/12/18 FS Xmas performance 11:00/ 14:00
- 13/12/18 KS2 Xmas performance 18:00
- 14/12/18 KS2 Xmas performance 13:45
- 17/12/18 KS1 Xmas performance 14:00
- 18/12/18 KS1 Xmas performance 10:00
- 19/12/18 School Xmas Dinner
- 21/12/18 Xmas Parties
- 21/12/18 Break Up
- 07/01/19 Training Day- School closed to pupils

08/01/19 School Opens  
 16-18/01/19 Y6 Herd Farm residential  
 05/02/19 Walk the Walls  
 05/02/19 Y5 Whitby meeting  
 15/02/19 Training Day/ Break Up  
 25/02/19 Back to school  
 26/02/19 Nursery Induction 15:45  
 25/02/19 w/b Fair Trade Fortnight  
 28/02/18 Governors Day in School  
 05/03/19 Consultation evening 15:30  
 07/03/19 Consultation evening 17:00  
 23/03/19 FOW Easter Fair  
 27/03/19 Easter Concert 14:00  
 29/03/19 Break up for Easter  
 15/04/19 Back to School  
 19/04/19 Bank Holiday  
 22/04/19 Bank Holiday  
 02/05/19 Training / Polling day- School Closed  
 06/05/19 Bank Holiday  
 09/05/19 Class photos  
 13/05/19 w/b Y6 test week  
 21/05/19 Whole School Maypole Dancing 09:15  
 24/05/19 Break up  
 03/06/19 Back to school  
 06-07/06/19 Y5 Whitby Residential  
 18/06/19 Reception Induction meeting  
 25/06/19 Nursery Induction 15:45  
 01/07/19 Meet the Teacher Y2/4/6  
 02/07/18 Meet the Teacher Y1/3/5  
 18/07/19 Leavers' Play/ Party 18:30  
 22/07/19 Talent show 14:00  
 23/07/19 Leavers' Assembly 09:00  
 24/07/19 Break up

### FRIENDS OF WESTGATE



FOW needs to ensure it continues and attracts new parents to help with the important role that a PTA plays in daily school life. With

this in mind an open evening is being planned for later this half term - it will be held at the Fleece in Otley, date TBC shortly. Light refreshments and a complimentary glass of wine will be provided and it's your chance to see what FOW do, seek answers to any questions you may have and make any suggestions you would like to give for future activity. All welcome!  
 Attached to this newsletter is the chair's report for the last year, so you can see what the Friends have achieved: This year, they have made a significant contribution to updating our playground equipment.



### FROM THE SCHOOL OFFICE

A reminder that some payments will soon be due: School meals in Nursery & KS2 (£2.40 per day/ £12 per week for KS2, or £2.05 per day for Nursery); music tuition (£120 per annum or £40 per term); instrument hire (£15 per term/ £25 per term for cellos). Please also ensure that we are informed promptly of any changes of contact details (address/ phone number/ email address) so that we can update our records and ensure you receive communications correctly.

**NEWSFLASH!** We are in the process of setting up **online payments** and as soon as this is completed we will let you know how you can use this to make payments to school in a secure and convenient way.

### GAMES WANTED

Do you have any board games or similar which are no longer in use at home? We are accepting donations of games in good condition for use in classrooms at wet break times etc. All donations gratefully received!

### WESTGATE WINDFALL

July's winners are:

**1<sup>st</sup>: Alison Kilmartin (£128)**

**2<sup>nd</sup>: Margaret Gray (£32)**

**3<sup>rd</sup>: John Harkness (£16)**

August's winners are:

**1<sup>st</sup>: F&G Burke (£140)**

**2<sup>nd</sup>: D&A Ridgeway (£35)**

**3<sup>rd</sup>: Mr & Mrs Peattie (£17)**

As of September we have **71** members. If you would like to join the monthly draw, please see Mrs Bleasdale in the office for application details. You can pay by standing order or cash/ cheque in advance. All proceeds go to Westgate School Fund, which is used to purchase resources, to fund visitors to school and to subsidise trips for all pupils. **Average monthly prizes last academic year were £125.82, £31.45 and £15.73!** This month's theatre experience, Mimika, has been entirely paid for from School Fund and would have been impossible without contributions such as those made through Westgate Windfall.



## WOOSH

**NEW PHONE NUMBER  
07562 439350**



Just a reminder that Westgate Out of School Hours (WOOSH) provision is available to

children in Nursery to Y6, from 07:45 to 08:50 in the morning and from 15:15 to 18:00 in the afternoon. Charges are £3.00 for a morning session, and £8.50 after school, or £6.50 for further siblings. It may also be counted as part of a child's free 30 hour Nursery entitlement, if you wish. Both must be booked beforehand. Following Mrs Chilton's appointment as our HLTA, Mrs Kerry is now the WOOSH leader in the morning and Mrs Divers in the afternoon. WOOSH staff continue to be almost exclusively teaching assistants at Westgate who know all of our children well.

From this term, billing will be managed by the school office. Families will shortly be receiving confirmation of any current outstanding balances and going forward you will receive regular summaries of credits and outstanding fees.

## SCHOOL CLUBS

A letter is coming home this week for children in Y1 upwards with information about this term's extra-curricular clubs on offer. I am very grateful for the time and expertise that is offered, both by staff and by parent volunteers. I am sure you will agree it is a good selection of activities!

## VOLUNTEERING OPPORTUNITIES

Would you like to help support the work of our school by becoming a regular volunteer? Or are you thinking about beginning or resuming a career in school and want to



gain classroom experience? We have a need for volunteers, for example to hear children read or help them to practise spelling, handwriting or maths facts. You might want to volunteer for an enrichment activity, such as sport, gardening, craft or art. If you would be interested in coming into school to help in a voluntary capacity, check out our Volunteer Policy and application form on our school website, under 'Community'.

## TOY LIBRARY

A warm invitation to all families of children in Nursery to Y2, to come along to Toy Library on Friday. If you haven't been before, or haven't visited for a long time, pop along and see the new additions and old favourites. For just £2 subscription a term, you can borrow a wide range of fun games to play with your child(ren).

Donna Easton runs the Toy Library on behalf of Friends of Westgate and she would be delighted to see faces old and new, in the **Shared Area between Y1 and Y2 from 15:15 on Friday.**

