



Dear Parents/Carers

### **First full newsletter of the new school year**

“Welcome back” to everyone as we start a new school year – especially if you are part of a ‘new’ family at Eastlea in Nursery, Reception or other year groups across the school. I hope your child is settling in well in their new class and that you feel happy with how things are going.

By now you should know the name of your child’s class teacher and will have heard your child mentioning the other adults who are working with them in school. Although we said ‘farewell’ to 3 members of support staff at the end of last summer term, we still have an excellent team of teaching support assistants at Eastlea for some or all of the days across the week and are very fortunate to have this high level of support – something we do not take for granted.

### **School uniform**

As always in September, the children returned for the new term looking very smart in their school uniform – with black shoes, school sweatshirts/cardigans, white shirts, book bags etc. Thank you for your support with this. A PE kit is the other essential part of our school uniform and it is best to have these in school all week, so that they are available whenever required. If you have any queries about this, then please see your child’s teacher. **All uniform/PE kit needs to be clearly labelled with your child’s name please.**

Thanks also for your support for our request to ensure that earrings are not worn in school. Almost every family has followed our advice and any newly pierced ears were done at the start of the summer holiday. Please remember that your child is not allowed to wear earrings or any other jewellery in school. It is also important to ensure that your child’s hair is tied back as this helps to avoid problems which can occur when hair is left loose.

### **Attendance/Time of arrival at school**

The importance of good attendance and punctuality is always a high focus for us at Eastlea. The class attendance champion’s trophy and punctuality plaque will be awarded each week at the assembly on Friday morning and you will receive a letter if your child’s class wins the attendance trophy. Your support with getting the children here on time at the start of the day is much appreciated. Please remember that the school doors open at 8.50am and any child arriving after 9am must come in through the main entrance and will receive a late mark which is something we try very hard to avoid.

As you are aware if a child’s attendance falls below 90% then this is classed as ‘persistent absence’ based on national measures and is referred to the Education Welfare Officer. Parents will be alerted by letter at the end of each half term if attendance has fallen below this figure, or is getting close to this figure so that we can work together to improve the situation. The Ofsted inspectors last year recognised that we monitored attendance very effectively and that it was improving over time and we aim to maintain this positive picture. We have very few children who are deemed persistent absentees.

### **Dogs at the gates – thank you**

I am very grateful to everyone who last year supported our aim of reducing the number of dogs at or around the school gates in the mornings and at the end of the school day. Dogs which are barking, even if they are on leads, can be intimidating to younger children (and some adults too) so your continued cooperation in keeping dogs away from the gates and walking them at other times rather than on route to school is much appreciated. A reminder also that there are no dogs allowed on the school premises.

### **Parking, smoking and vaping!**

Last year we also asked parents to keep the entrance gate ways clear of buggies and ‘groups’ so that people could more easily enter and leave the school premises. This worked successfully and we would like to continue with this again this year. Similarly, our request to avoid inappropriate language during school pick ups and drop offs was also something which parents warmly supported. I’m sure you will agree that it is not something which we want our children to be faced with hearing at the start and end of the school day.

As you are also aware there can be no smoking in or around the school building/grounds. For those who do smoke/vape I would be grateful if this could be avoided just outside the school gates so that families who are entering do not have to walk through a cloud of smoke when they arrive/leave from school. Your continued support with this would also be greatly appreciated.

For those who drive to school, please can I also take this opportunity to remind you again about the importance of parking carefully around the vicinity of the school and being courteous to other road users. It is important not to block paths and driveways with cars or park on pavements as this can cause problems for local residents and other pedestrians. Thank you.

## **Bikes and scooters**

It is lovely to see the children coming to school on a bike or scooter and we have bike/scooter racks at both sides of the building. It is very important that any bikes/scooters which are left on the school premises are locked in order to keep them secure. Please can we also remind you that children who come to/leave school on their bike or scooter should get off when they arrive on the school premises and wheel them to the bike racks. This is especially important on the path around the car park for Year 5/6 pupils.

## **Outdoor equipment in Early Years and storage containers**

For the benefit of parents who are new to the school I offer my annual reminder to ask that you continue to help us with looking after our outdoor Early Years equipment by making sure that it is **not** used by younger children when you come to pick up children from other classes at the end of the school day. As we have mentioned before, we realise it is tempting for younger brothers and sisters to climb on the climbing 'castle'/slides etc or play on the bikes/tyres etc but we are not insured for them to use the resources and therefore this equipment is 'out of bounds' for all children (including school children) after 3pm and before school starts. Children should also not be accessing the storage containers on the yard as this is clearly a potential danger especially when unsupervised. Thank you for your support with this.

## **School Lunches**

Our new Reception class made a great start to managing the school lunch system last week, and as usually happens, for many it seems to have been a real highlight of their day!! Pupils in Reception, Year 1 and Year 2 can still take advantage of the FREE meals available for all children thanks to the government's 'Universal' offer.

For children in the other classes, remember that paid meals are now charged at £2.30 per day (£11.50 per week) and Mrs Clarke remains in charge of coordinating the collection of dinner money. **If parents are in receipt of benefits and are entitled to 'Free School Meals'**, even if your child is in Reception/Year 1/Year 2, it is important that these are applied for in the usual way so that parents can continue to access free meals for their child even if government policy changes, as well as free milk. At the same time Eastlea will also receive the pupil premium funding to which we are entitled.

The summer lunch menus remain the same for the first part of the autumn term. Copies are available for new parents if they wish to see the choices on offer – either from Mrs Atkinson in Reception class or the school office.

## **Access doors and gates**

For ease of 'flow' in the mornings we are opening the double doors at the Nursery/Y1/2/3/4 entrance which should make access easier. The gates leading towards both entrance doors will now be padlocked after 9am and before collection times for safety and we have asked Kids Club to put a gate on the steps to their access ramp near the Reception/Y5/Y6 entrance. The children have been reminded that the Kids Club steps/ramp are 'out of bounds' and your support with this would be appreciated.

As is always the case at the start of September, this is a 'bumper' newsletter with two other documents attached which need to be returned by everyone...and six to be returned for Reception and for pupils new to Eastlea!) Rocket points are on offer for your child for a prompt response!!

This is the 'privacy statement' from the Local Authority to explain the data/information that we are asked to collect – see below

### **Northumberland Local Authority Privacy Notice - Data Protection Act 1998**

We **Eastlea Primary School** are a data controller for the purposes of the Data Protection Act. We collect personal information from you and may receive information about you from your previous school and the Learning Records Service. We hold this personal data to:

- Support your learning;
- Monitor and report on your progress;
- Provide appropriate pastoral care, and
- Assess how well we are doing.

Information about you that we hold includes your contact details, national curriculum assessment results, attendance information and personal characteristics such as your ethnic group, any special educational needs you may have and relevant medical information. If you are enrolling for post 14 qualifications the Learning Records Service will give us your unique learner number (ULN) and may also give us details about your learning or qualifications.

***We will not give information about you to anyone without your consent unless the law and our policies allow us to.***

We are required by law to pass some information about you to our Local Authority (LA) and the Department for Education. If you need more information about how the LA and DfE store and use your information, then please go to the following websites:

<http://www.northumberland.gov.uk/default.aspx?page=10584> or

<http://www.education.gov.uk/researchandstatistics/datatdatam/b00212337/dause>

## 1. Medical information [for everyone]

If your child has a medical condition it is vital that you complete the attached medical information sheet – even if you feel that we ‘already know’ about the issue. So many changes can occur with medical information that you will appreciate that we need an annual update.

## 2. Permission for school visits [for everyone]

School visits are an important part of our broad and rich curriculum at Eastlea – and as you know we aim to go ‘out and about’ as much as possible, as well as taking part in sports events and making links with other schools etc. To help to reduce the number of times we need you to complete permission slips for every individual visit we have attached the annual consent form which will be used to grant permission for all school visits for this school year for which no cost/voluntary contribution is required.

**If you grant permission for your child to take part in school visits we will continue to inform you when a visit is due to take place and provide you with the usual letter so that you know where your child is going, what they need and any special arrangements for the day – it will just remove the need for you to send a permission slip back to us.** Separate permission slips will still be required for residential visits and for class educational visits for which payment is required.

## Food tasting [for everyone]

There are also times when teachers provide opportunities for children to try different foods as part of their class work – for example in relation to their context planning/topic work. As always Eastlea follows the usual food hygiene requirements when doing work of this nature. **If you give permission for your child to taste food as part of their school work this year, this will save the need for separate letters/permission slips during the year.** We will take notice of any allergies which you alert us to and be sensitive to requests if there are certain foods which you do not wish your child to taste for religious or cultural reasons. **If your child has a new diagnosis of a food allergy or medical condition during the year it is very important that you let us know.**

## 3. Information sheet/contact form

As always it is important at the beginning of the new school year to ensure that we have the correct and most up-to-date contact information for your child. **For all children new to Eastlea a copy of the information sheet is attached and we would request a speedy return of these documents.** The contact names/telephone numbers/address details from last year will continue to be used for current pupils. I cannot emphasise strongly enough how important it is for us to have accurate contact information, so **please make sure you inform us if there are any changes to the address/phone number/contact names which we currently have in school.** If the numbers we have are incorrect and we need to contact you in an emergency then this can cause added anxiety for your child as well as the staff trying to deal with the situation.

## 4. Photographs

Another attachment with this newsletter for new pupils is a consent form linked to taking photographs of children in school or for use in newspaper articles and on websites. Please complete and return the attached permission slip to your child’s class teacher. Consent forms for other pupils have been retained and we will follow the permissions you indicated last year unless you inform us otherwise. Thank you!

If your child is in Reception or is new to Eastlea then the final attachments relate to Computing:

**5. Computing Agreement** – this needs to be discussed with your child, signed and returned in order for them to have access to the school network/internet for Computing work in school.

**6. School360 Code of Conduct** – a copy of the updated School360 code of conduct should be read and retained. The permission slip should be completed and returned to school.

## Events planned for this half term

Here is an outline showing the things which are already organised for the first half of the autumn term at Eastlea.

What’s on	When and who?
Remaining new intake pupils start in Nursery	Monday 11 <sup>th</sup> and Wednesday 13 <sup>th</sup> September
Football coaching in PE lessons	Weekly on Monday afternoons from 11 <sup>th</sup> September (Year 4 and Year 6)
After school KS2 FA football club	Starts Monday 11 <sup>th</sup> September 3.15 – 4.15pm (Year 3, 4, 5 and 6)

<b>What's on</b>	<b>When and who?</b>
Basketball coaching in PE lessons	Weekly on Tuesday afternoons from 12 <sup>th</sup> September (Year 5 and Year 6)
After school KS2 basketball club	Starts Tuesday 12 <sup>th</sup> September 3.15 – 4.15pm (Year 5 and Year 6)
Lunchtime Rugby Rocket Tots club	Starts Wednesday 13 <sup>th</sup> September (Reception, Year 1 and Year 2)
Roald Dahl Day – Chris Callaghan author visit	Afternoon of Wednesday 13 <sup>th</sup> September (Year 4 and Year 6)
Before school Street Dance club	Starts Thursday 14 <sup>th</sup> September from 8am (Reception, Year 1 and Year 2)
Lunchtime running club	Thursday lunchtimes from 14 <sup>th</sup> September (Year 4, Year 5 and Year 6)
<i>Free</i> Bikeability training course	Week beginning Monday 18 <sup>th</sup> September (Year 5)
Pocket trumpets tuition with Mr Vallance	Monday afternoons from 18 <sup>th</sup> September (Year 3, Year 4, Year 5 and Year 6 on a rota basis)
Music lessons with Ms Smith	Wednesday afternoons from 20 <sup>th</sup> September (Year 3, Year 4, Year 5 and Year 6 on a rota basis)
After school 'Eastlea Singing club'	Starts Wednesday 20 <sup>th</sup> September 3.15pm – 4.15pm (Years 3, 4, 5 and 6)
Library reading challenge presentation event at Cramlington Library	4pm Thursday 21 <sup>st</sup> September (any pupils who took part in the summer library challenge)
<b>Individual and family photographs</b> by H. Tempest	<b>Wednesday 27<sup>th</sup> September</b> (morning) [more details will be sent nearer the time]
<b>Launch of our Maths and Reading Challenges</b>	<b>Friday 29<sup>th</sup> September</b> [more details will be sent nearer the time]
CLV Opening evening for Year 6 parents/pupils	Evening of Wednesday 4 <sup>th</sup> October (Year 6 only – <i>to be confirmed by CLV</i> )
<b>School based harvest activities</b>	<b>Friday 6<sup>th</sup> October in school</b> [more details will be sent nearer the time]
Educational Visit to Jarrow Hall	Monday 9 <sup>th</sup> October – all day (Year 4)
Autumn Term Full Governing Body meeting	Wednesday 11 <sup>th</sup> October 4pm
<b>Hoopstarz workshop</b>	<b>Friday 13<sup>th</sup> October – all day (whole school)</b>
<b>Parent Appointments for all classes</b>	<b>Monday 16<sup>th</sup> October: 2.30 – 6.30pm</b> [more details/appointment times will be sent out later for parents/carers of all pupils]
<b>Golden Day</b>	<b>Thursday 19<sup>th</sup> October</b> (all pupils who have followed our behaviour policy)
Pupils break up for the half term holiday	Thursday 19 <sup>th</sup> October
<b>School closed for staff training day</b>	<b>Friday 20<sup>th</sup> October</b>
School reopens after the half term holiday	Monday 30 <sup>th</sup> October

## Holidays

As you know, the national guidelines still mean that leave of absence for holidays taken during term time can only be granted by head teachers in exceptional circumstances. Family holidays/absence should therefore wherever possible be taken during the designated school holidays. If you need to take your child out of school during term time it is vital that we know in advance when your child is not going to be in school so a leave of absence form should be completed at least two weeks before the intended absence in the usual way. These are available from the school office. **Failure to notify school will mean that holidays are automatically unauthorised.** There is space on the form to indicate why the absence may be deemed an 'exceptional circumstance' and each case will be considered individually.

We have been well supported by parents in recent years with our common sense approach to this situation and I hope I can rely on your continued support with this matter.

**A reminder of the holiday dates for this school year is attached for your reference:**

<u>HOLIDAY OR OCCASION OF CLOSURE</u>	<u>DATE ON WHICH SCHOOL WILL CLOSE</u>	<u>DATE ON WHICH SCHOOL WILL REASSEMBLE</u>
October Mid-Term 2017 <b>Staff training Day</b>	Thursday 19 October 2017 <b>FRIDAY 20 OCTOBER 2017</b>	Monday 30 October 2017
Christmas/New Year 2017/2018 <b>Staff training Day</b>	Friday 22 December 2017 <b>MONDAY 8 JANUARY 2018</b>	Tuesday 9 January 2018
Spring Mid-Term 2018	Friday 9 February 2018	Monday 19 February 2018
Easter 2018	Thursday 29 March 2018	Monday 16 April 2018
<b>May Day</b>	<b>Monday 7 May 2018</b>	
Summer Mid-Term 2018	Friday 25 May 2018	Monday 4 June 2018
Summer 2018 <b>Staff training Day</b>	Friday 20 July 2018 <b>MONDAY 3 SEPTEMBER 2018</b>	Tuesday 4 September 2018

### **School Admissions for Year 7**

If you have a child due to start Year 7 next September the admissions portal is now open and applications need to be submitted straight away (deadline is 31<sup>st</sup> October). **It is essential that you apply in good time so that a place is allocated at Cramlington Learning Village or the school of your choice – see the details below.** Any queries please contact Mrs Holdsworth or Mrs Clarke in the school office.

For parents of pupils due to start in Reception next September the admissions portal opens on 5<sup>th</sup> November and closes on 15<sup>th</sup> January.

Yours sincerely

**E Beeston**

Miss E Beeston, Head Teacher