

ST. ANNE'S GAZETTE

Free Prae Road, Chertsey, Surrey, KT16 8ET

Headteacher: *Leanne Harris*

14th September 2018

Issue No. 1

Dear Parents,

More than a week in and all the children have settled in. The early morning start has worked like a dream. Children are coming in quietly and calmly and settling to tasks straight away. It has given all the children an additional 30 minutes of learning time... so, thank you!

On a unhappier note, I was disappointed by the attendance at some of the year group 'Meet the Teacher' evenings, particularly Year 2. It is such an important meeting to attend where you can see how the year will run, how you can support your children at home and is an opportunity to ask any questions you may have.

GALLING ALL 3 YEAR OLDS

Is your date of birth between

1st September 2014 and 31st August 2015?

If so, please tell mummy or daddy that you are eligible to start school in the next academic year. If they have not already done so, please ensure that they complete and return an application form for the schools of their choice as soon as possible, available from the schools' offices. They will then automatically receive a Surrey County Council leaflet explaining how to apply for a primary school place. **THE CLOSING DATE IS 15th January 2019.**

Open Morning on Tuesday, 9th October (9.30am) and an Open Afternoon on Thursday, 11th October (1.30pm) to which all prospective parents are very welcome.

SAFETY IN THE SCHOOL CAR PARK

Please PLEASE can you ensure that your child knows that he/she **MUST ONLY** walk on the pedestrian paths in and around the school car park **AND NOT THROUGH THE CAR PARK**. Also, that bikes and scooters must be dismounted before entering the school grounds. There have been close shaves in the past where children have ridden through the staff car park while a car was manoeuvring—it turns the blood cold thinking of what the consequences could have been!

LEAVE OF ABSENCE DURING TERM TIME

Please read the official explanation overleaf clarifying the rules and regulations regarding keeping a child off school and late arrivals.

BOOK FAIR

The Book Fair will be held from Thursday, 20th to Wednesday, 26th September (inclusive) from 3.00-3.45pm. The children will have a chance to browse (not buy) the fair during school time on the first day, but the books shall only be for sale to parents after school each day.

INSET DAYS 2018-2019 (SCHOOL CLOSED)

5th OCTOBER; 3rd DECEMBER; 15th FEBRUARY; 13th MARCH; 21st JUNE;
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PENALTY NOTICES FOR UNAUTHORISED ABSENCE

Please be aware that The Education (Pupil Registration) (England) (Amendment) Regulations 2013 state that Headteachers may not grant any leave of absence during term time unless there are exceptional circumstances. The Headteacher should determine the number of school days a child can be away from school if leave is granted.

In accordance with the above Regulations, requests for leave of absence are treated sympathetically, but only in exceptional circumstances can they be approved. The policy of the Government to which this school has agreed, states that parents who take their child out of school for five days or more during term time, without the authority of the Headteacher, will each be liable to receive a penalty notice. Penalty Notices will be issued by the Local Authority.

The penalty is £60 if paid within 21 days of receipt of the notice, rising to £120 if paid after 21 days but within 28 days of receipt of the notice. If the penalty is not paid in full by the end of the 28-day period the Local Authority must prosecute the recipient for failing to ensure regular school attendance under section 444 Education Act 1996.

Please be aware that **each** parent is liable to receive a Penalty Notice for **each** child who incurs unauthorised absences, for example, if there are two parents and one child, each parent will receive one Penalty Notice.

If there are two parents and two children incurring unauthorised absences, each parent will receive two Penalty Notices, which in this case would amount to £120 each if paid within 21 days.

Penalty notices may also be used by the Local Authority in the following circumstances:-

When a pupil is stopped during school hours by the Truancy Team, and there is a history of unauthorised absence, a warning letter will be sent to the parents informing them that their child's attendance will be monitored for the following 15 school days. If there are further unauthorised absences, which may include a pupil arriving late after close of registration, a Penalty Notice will be issued.

Where a parent is failing to ensure their child's regular school attendance, which may include a pupil arriving late after close of registration, and is failing to engage with any supportive measures proposed by the school or Education Welfare. Before a Penalty Notice is issued, the parent will be sent a formal warning of their liability to receive such a notice.

GOVERNOR NEWS

The Governors would like to take this opportunity to welcome all new families whose children have just started at St. Anne's. We sincerely hope you will feel welcome in our School Community. Pictures of some of the Governing Body are on display in the foyer, so if you see any of us either in the playground or at school events, please do not hesitate to come and talk to us.

On this subject, we are looking to recruit a new Parent Governor so please watch out for a letter asking for volunteers to stand for election to fill this position. Please do consider putting yourself forward for what is a very interesting and rewarding role.

HOLIDAYS

In general we follow the holidays as indicated on the Xavier School Term and Holiday Dates (copy attached), but occasionally we change them slightly. It is essential that parents regularly check the newsletters, the St. Anne's Calendar, and the school website for up-to-date information regarding dates specifically for our school.

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School Hours

	<u>Morning Session</u>	<u>Afternoon Session</u>
Foundation Stage	8.45 am-12.00 noon	1.15 pm-3.05 pm
Year 1	8.45 am-12.05 pm	1.15 pm-3.05 pm
Year 2	8.45 am-12.10 pm	1.15 pm-3.05 pm
Key Stage 2	8.45 am-12.15 pm	1.15 pm-3.15 pm

Late arrivals MUST be brought to the school office to be signed in. This is primarily for safety reasons and in case of fire.

If your child is going to be absent, please ring the school and leave a message on the answerphone. The absence must then be followed up with a written note on return to school. Absence due to illness should be backed up with evidence from a doctor/hospital wherever possible. If a child is absent due to vomiting, there must 48 hours clear before returning to school

FOOD

In an effort to encourage healthy eating, may I remind parents that children are allowed a piece of fruit and/or a drink during morning break. **Please do not send in fizzy drinks, biscuits, sweets, crisps, etc.** I really am trying to encourage the children to eat a more healthy diet, so would be most grateful if you **did not** include any of these items in their lunch boxes as well. May I also remind you that children who have packed lunches need a straw/beaker if they are having a drink at lunch-time.

Finally, we are trying to encourage the children to take responsibility for their own well-being by drinking plenty of water. Can you therefore ensure your child brings a water bottle to school. With this in mind we have for sale plastic drinking cups with lids which are an ideal size when being refilled from our water coolers. They are £2.00 each and we have a few colours available at the moment. Of course, you are not obliged to buy one of these, but please could you ensure that any water bottle is **no more than 12cm (5") tall, is unbreakable and has your child's name clearly marked on it.**

MOBILE TELEPHONES

Can I remind you that the children **must not** bring mobile telephones into school unless there are exceptional reasons. Should it be essential to have a mobile phone, the phone must then be handed in to the school office or to the class teacher at 8.45am and collected at the end of the school day.

SAFETY

In the interests of the children, please ensure that:

- **dogs are left outside the school grounds;**
- **no person rides a bicycle or scooter in the school grounds;**

I would also like to remind everyone that St. Anne's is a

NO SMOKING ZONE

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Start of the School Day

Just a gentle reminder about procedure. When the first bell rings at 8.45am, the doors will be opened for the children to make their way to their classrooms for a pre-lesson activity.

We are requesting that **NO parent brings their child into the classroom or cloakroom area**. This is primarily because we want the children to become both independent and responsible as soon as possible, but also because the cloakroom area is rather confined.

The KS1 children will be taken by their teacher to their classroom and cloakroom area.

In the past children were arriving in school as early as 8.00am. I would just like to remind parents that should they wish their child to arrive early in school, they do need to provide an official disclaimer which they can get from the school office. Furthermore, the safety of the child is still the parent's responsibility until 8.45am. Obviously, a number of staff will be in school in case of emergency, but the primary responsibility is with the parents. From 8.45am the parents are requested to leave.

Some parents have queried the fact that the gates are not now manned in the mornings. This is because the teachers are now manning the doors into the school as the children will be going straight in as soon as they arrive at 8.45am.

Finally, can I please ask that, if you have an urgent message for the class teacher, you put it in writing and give it to the teacher or to the office, as it is very difficult for a teacher to have a conversation with you at the start of the day. I am sure you understand the logic of this request.

End of the School Day

Again, in the interests of safety, I am asking that **no adults come into the building to collect their children**. KS1 and KS2 children alike will be brought/directed by their teacher to the playground area. As you know, school finishes for KS1 at 3.05pm and 3.15pm for KS2. The gates will be unlocked at 3.00pm but we would ask you to be aware that KS2 children will still be in lessons until 3.15pm. It can be very disturbing for the children if they see parents too early,

SCHOOL UNIFORM

The children all looked so smart on the first day wearing their school uniform that I think it is appropriate just to say a few words.

Wearing school uniform helps to develop the sense of community and the concept that we all belong to a special team which is, of course, the brilliant St. Anne's! So it really is important that the children wear their uniform correctly, **whenever they are wearing it**.

The wrong message is being given if, as soon as school finishes, the wearing of school uniform becomes irrelevant and untidy. Can I remind parents that shirts/blouses must be tucked in please. St. Anne's children are recognized wherever they go and I'd like to think this is because of their good manners and by how smart they look. Please, please do support us in this and insist that your child wears their uniform properly. It is crucial that we are **all** giving out the same message.

Just a gentle reminder that long hair must be tied back and hair accessories must be green and/or white only. Boys' hair must be short and tidy. No extreme hair cuts for boys or girls are allowed. I would also be grateful if you could please ensure that coats are dark green, black, charcoal grey or navy.

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PARENT HELPERS

As always we are desperate for help in school! If you have any time available we would be delighted to see you. You can help in all manner of ways - hearing children read, helping in the classroom, painting, science, gardening, etc. All offers of help are very welcome but we do hope you will understand that we don't place a parent in their own child's class. Can we make a special plea for Dads please? Please contact Mrs Rainbow (arainbow@stannes-chertsey.surrey.sch.uk) if you have any spare time. Having other adults in school really does enrich life for the children.

Cars within School Grounds

Just a gentle reminder that if you are dropping your child at school, please can I ask you to use the **'Drop off Zone' *just to drop off as safely and quickly as possible!***

Please **DO NOT LEAVE YOUR CAR WITHOUT THE DRIVER.**

Also please remember that parking is only allowed in the school grounds **after 3.45 p.m.** each day.....

AND THAT THERE IS NO ENTRY FOR VEHICLES UNTIL THIS TIME

SECONDARY SCHOOL APPLICATIONS

An email has gone to the Year 6 parents attaching a leaflet details/instructions on how to apply for a Secondary School place.

PLEASE NOTE THE DEADLINE FOR APPLYING IS

31st OCTOBER 2018

A VERY BIG WELCOME TO...

Our new members of staff, namely, Miss Turvey (2Squirrel Class Teacher), Miss Burgess (3Monet Class Teacher), Miss Lawrence (5Shelley Class Teacher), Miss Drage (2Hedgehog Teaching Assistant) and Mr Allen who is kindly helping us temporarily with Caretaking duties.

Also, to the following children who have joined us this term: Alicja Filipczak, James Lazri and Olivia Morais Mafioletti (Year 1); Jessica Pereira and Samuel Rafael (Year 2); Asher Abreu, Bonheur Mabaka and Olivia Grimaldi (Year 3); Riccardo Miele (Year 4); Etilia Mabaka (Year 5); Samuel Peake and Marnela Mabaka (Year 6).

Finally, the three groups of Reception children have now arrived and are settling in beautifully,

EXTRA CURRICULAR CLUBS

Last week we emailed a list of clubs, ***which has now been updated.*** The new list is attached.

OUR CHILDREN'S ACHIEVEMENTS

DON'T FORGET TO LET THE TEACHER OR THE OFFICE KNOW IF YOUR CHILD HAS ACHIEVED SOMETHING THAT HAS MADE THEM AND YOU PROUD AND WHICH YOU WOULD LIKE TO SHARE THE NEWS WITH US.

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OUR SCHOOL VALUES

Three years ago, we introduced our school values which were chosen from the family values you put forward in Summer 2015. We have this year returned to our second set of values which will follow the two year rolling programme of values. We believe these will motivate the children to work hard and achieve their very, best not only now but in the future.

Here are our 6 values which will change each half term as follows:

Autumn 1: Kindness, Autumn 2 : Peace
Spring 1 : Forgiveness, Spring 2 : Creativity
Summer 1 : Perseverance, Summer 2 : Courage

The reason for including the values within our school culture is because research shows when the children actively engage with values they start to understand their implications for making choices about our attitudes and responses. A Values-based approach encourages reflective and aspirational attributes and attitudes. These can be nurtured to help people discover the very best of themselves, which enables them to be good citizens and prepare them for the life of work.

The children will engage with the values in many ways in school and we would love you to continue that work at home too. We have already started to talk to the children about what a value is and how we need to practice the values in order to get them right. The values will be included in assemblies and lessons. We will try to make as many links as possible so they drive the children to consider embedding the values within.

St Anne's has always been a wonderful school that already has many values running throughout – we don't want to lose that, we just want to enhance it even further so, as I said, any support you can offer at home would be greatly appreciated and also allow the

JOB VACANCY AT THE MARIST SCHOOL

There is a SENDCO position being advertised at The Marist School in West Byfleet—The Job Description will be emailed out, but paper copies are available from our school office if you are interested.

DINNER MONEY

A gentle reminder that if paying dinner money weekly (**£11.50**) this should preferably be paid online via **ParentPay**. Please ask the office if you need help in registering your child with ParentPay. You can pay weekly, monthly, half-termly, termly—it's up to you but **please remember that your child's dinner money balance MUST ALWAYS BE IN CREDIT.**

Thank you for your on-going support and co-operation.

Yours sincerely



Leanne Harris

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