

Thursday 6<sup>th</sup> September

Dear Parents / Guardians,

What a fantastic start we have had to the beginning of the school year. I wanted to thank you for your understanding of the different changes we have enforced in order to ensure rapid improvement of the school. I know this has caused some confusion and frustration but I am encouraged by your faith in the impact these decisions will have.

I wanted to send a letter to inform you of a number of the changes that we have made and how these will impact your child. Similarly, I wanted to send a letter that detailed any key information that will set us up for a successful year together, working in collaboration.

**Behaviour:**

There has been a new behaviour policy issued that will eliminate any disruptive behaviour in the school. Behaviour has been something that staff and parents have been vocal about needing to improve, so I am hopeful that you will embrace these new changes. The full behaviour policy can be found on the school website but I thought it would be useful to summarise the key points:

- All behaviour will be linked to the schools vision and mission statement of 'AIM HIGH'.
- Positive behaviour and poor choices will be dealt with separately in order to help promote positive behaviour.
- Positive choices will be awarded in abundance. Every day, your child has the potential to earn a gold star by moving up a 'Star Chart'. If your child is to earn 20 gold stars over a half term, they will visit myself or Mr Girdlestone for a Head Teacher prize. If your child is then to earn 40 gold stars, they will be invited to attend a termly Head Teachers Tea Party – a highly esteemed event! Please keep up to date with your child about how they are getting on with earning stars.
- Any poor choices in terms of behaviour will have clear consequences. The children will follow a 'Spot system'. For low level disruption, a child can be moved on to a yellow, orange or red spot. Each of these will result in your child spending time at break time or lunchtime with a member of the Senior Leadership team discussing their choices and understanding how to grow and learn as a result. A child can also receive a 'red card' for any serious breach of policy. These would include: physically hurting another child / member of staff, lying to a member of staff / using inappropriate language / damage to school property. If this happens, your child will instantly lose break time and spend time out of class with a member of Senior Leadership team. You will be informed of this in a discrete manner as you will have to signp these cards. Should your child receive a number of these across a half term, parents will be invited in to a meeting to discuss how we can best support your child. If behaviour still does not improve, more serious meetings will take place and if any incident is seen as serious enough, then fixed term or permanent exclusions will be considered.
- Please note, we are here to support you with your child and their behaviour. Should you have any concerns regarding your child's behaviour, please do see the Office in order to book a meeting with Mrs Kearley or our newly appointed SENdCo Miss Sutcliffe.

### **Attendance:**

Attendance is a key area for improvement. We have a number of incentives that we are introducing to celebrate 100% attendance across the week, half termly and for the full academic year. If your child's attendance falls below 96% then you will be contacted to offer support and strategies to improve this. However if attendance continues to fall then parents will be invited into school to meet Mrs Turtle. We will communicate more changes next week on the full policy.

### **School timings:**

As of Monday 10<sup>th</sup> September, we will be opening the school gates at 8:40am. Your child will meet their teaching team on the school playground. This will be your opportunity to discuss anything of importance with your child's teacher. At 8:50am, a member of the teaching team will take your children to their classroom. We will be closing the school gates at 8:55am and have your children ready in class by this time, ready to learn.

Parents will not be able to enter classrooms in the morning and will only be allowed onto the playground to drop off and discuss anything. This decision has been made to ensure we are not wasting any valuable learning time. If there is anything that you need to discuss at length with your child's class teacher, we ask that you make an appointment at the school office.

### **Meet the Teacher:**

We are very excited for you to meet your child's teacher this year. We have arranged for this to happen on two different occasions with your children present.

Monday 10<sup>th</sup> September at 2:45-3:15pm

Friday 14<sup>th</sup> September at 9:00-9:30am

### **Staffing Updates:**

Listed below is the names of Middle or Senior Leaders within the school.

- **EYFS (Nursery and Reception) Phase Leader** – Mrs Donnelly
- **KS1 Phase Leader** – Mrs Syed
- **Lower KS2 Phase Leader** – Mrs Khan
- **Upper KS2 Phase Leader** – Mrs Hill
- **Deputy Head teacher** – Mr Girdlestone
- **Executive Head Teacher** – Mrs Barton
- **SENdCo** – Miss Sutcliffe
- **School Business Manager** – Miss Milnes
- **Strategic Business Manager** - Miss Pendlebury

### **Children with Additional Needs**

We have appointed a new SENdCo for this year – Mrs Sutcliffe. She will be in touch with parents shortly to arrange a first meeting and ensure your child is best supported whilst here. We have also

put a comprehensive support team in place for all children across the school. This support team will be known as the 'Emotional Wellbeing Team'. Structures in place to support our children in being successful in school. This team will be led by the SENdCo and two Emotional Well-being leads – Mrs Wells for KS2 and Mrs Haven for KS1.

### **Informing us of any concerns:**

We have been very fortunate in some of our new appointments this year. It has meant that there is more leadership across the school and this will ensure that we move the school forward collectively at a quicker rate.

Because of these appointments, there will be more staff available to see you should you need. If you have anything that is of any concern to you, we ask that you follow this structure:

- First arrange a meeting with the class teacher via the office
- If not resolved, arrange a meeting with the phase leader via the office
- If still not resolved, arrange a meeting with Mr Girdlestone or myself, again via the office
- If your concern is around additional needs / or support, please arrange a meeting with the SENdCo, via the office

### **Uniform:**

Whilst uniform has caused a number of frustrations, of which we can only apologise for, we will be working with you on an individual basis to ensure that all children at the school are wearing a similar uniform. If there are any concerns around uniform, you must speak to a member of the office team by Friday 14<sup>th</sup> September. Any concerns after this will not be dealt with.

Uniform has been ordered by the school for any exceptional circumstance and we anticipate it will take between 2 and 5 weeks for this to arrive in school.

### **Communication:**

We have been made aware by a number of parents and staff that communication is an area for improvement within the school. Firstly, we are in the process of creating a Facebook page. This will be live by Friday 14<sup>th</sup> September. Watch this space! This will be a way of communicating every day learning across a school week with you. Please note we must inform that this page is being created in collaboration with parents and any slanderous or negative comments made on here will be dealt with seriously.

Therefore, I have listed a number of key dates that will be of importance to you over the next term. This ensures all parents have enough notice to organise their personal commitments and be able to attend any events / meetings that they feel appropriate.

### **Head teacher & Deputy Head teacher Coffee Mornings / Afternoons:**

- Tuesday 25<sup>th</sup> September at 9:00am
- Thursday 11<sup>th</sup> October at 2:45pm
- Wednesday 21<sup>st</sup> November at 9:00am

### **Parents Evenings:**

- Tuesday 6<sup>th</sup> November from 3:30pm – 6:00pm (details to be released closer to event)
- Thursday 8<sup>th</sup> November from 3:30pm – 6:00pm (details to be released closer to event)

### **Parent Learning with their Child Morning / Afternoons:**

- Reception Children                      Wednesday 3<sup>rd</sup> October - 9:00am – 10:30am  
Monday 5<sup>th</sup> November - 1:30pm – 3:15pm
- Y1/Y2 Classes                                Thursday 27<sup>th</sup> September - 9:00am – 10:30am  
Tuesday 13<sup>th</sup> November - 1:30pm – 3:15pm
- Y3/Y4 Classes                                Wednesday 10<sup>th</sup> October - 9:00am – 10:30am  
Monday 19<sup>th</sup> November - 1:30pm – 3:15pm
- Y5/Y6 Classes                                Thursday 18<sup>th</sup> October - 9:00am – 10:30am  
Tuesday 27<sup>th</sup> November - 1:30pm – 3:15pm

We will aim to give plenty of advance notice of any school events. Please do keep your eye on the website, Facebook or any letters that come home to ensure you are kept up to date.

### **Homework**

Homework will begin on Monday 1<sup>st</sup> October. We are reviewing the policy and will be working in collaboration with you to ensure we get homework right for your children. Please ensure to take this time to read with your child, practice their timetables over the next 3 weeks.

### **Reports**

We will be in touch at regular intervals about your child's progress and attainment. During each term (near Christmas / Easter and Summer) your child will receive a page report informing you about their progress in school.

Mrs Barton

Executive Head Teacher