

Dear parents and carers,

September 2016

It is a pleasure to be sitting in Wye writing my first letter to the community of this great school. The achievements of Kevin Grout and Gill Showler have been such that the reputation of Lady J goes well beyond the parish borders of Wye. Their greatest feat has been to assemble a strong team whose central purpose is to ensure that your children leave here caring and resilient young people with skills that will support them throughout life.

As an educator I have a passion for inclusive education and strongly believe that if every child matters then we must make sure that every child achieves. There is not the slightest doubt in my mind that the happiness of children goes hand-in-hand with their performance at school. Therefore, schools must take every opportunity to engage with parents and carers as that essential child welfare is best supported in partnership.

We are going through a time of transformation in education and in order to help demystify some of this change I would like to host regular workshop sessions looking at aspects of school life. We will hold one afternoon and one evening session at the school on 3rd October looking at data and assessment. Further details will be sent closer to that date.

In the meantime I am genuinely excited about getting to know you and your children, and in order to facilitate this Richard Pomfrett and myself will be at the gates of the school before school and, whenever possible, at the end of the day. Please take this opportunity to say hello!

I look forward to working with you in the years to come.

DATA COLLECTION **** VERY IMPORTANT ****

- 1. Parent Information** - At the beginning of term we like to make sure that we have all your child's details. Please could you let the office know in writing or by email to office@ladyj.kent.sch.uk any changes to your address, telephone number or mobile numbers that may have taken place over the summer holidays. If you would like to check the information we hold on your child you may request a Data Collection sheet.

We would like to send out the majority of school correspondence by email. Please make sure you have given us an up to date email address for the contacts who have parental responsibility. (For your information - I have sent a paper copy to all our Reception children's parents but will be sending subsequent letters by email if possible).

- 2. Health/Medical** - It is very important that we know of any medical conditions, in particular allergies to foods, plasters etc or medications that your child is taking. Children should be discouraged from bringing medicines to school as most dosages for antibiotics can be worked around home. However, if your child is required to take medicine during school hours you must fill out a 'Request for School to Administer Medication' form (this includes Asthma Inhalers- you may also have a card from your doctor). Inhalers will be kept by your child or child's class teacher (depending on their age). Would you please ensure that your child has been trained to use the inhaler.

I would reassure you that all information regarding your child is held in the strictest confidence and in line with the guidelines set down by the Data Protection Act.

School Security

You will appreciate as parents that one of our prime concerns in school is the safety of our boys and girls. Whilst no site can be 100% secure there are ways in which your cooperation can help us without us becoming a fortress.

Beginning and end of the day – Could you please ensure that children arrive no earlier than **8.30am** - we begin our supervision at **8.35am**. A reminder, too, that in the morning we have a 'no running' rule, given the number of

pushchairs and toddlers we have on the playground. **Please can parents make sure that none of your children play on the Trim Trail equipment either in the morning or afternoon, thank you!** At the end of the day we open the gates at 3.00pm; this not only keeps our playgrounds free for games activities but also helps us monitor who is on the school site.

Coming into school – We have always tried to foster an ‘open door’ policy at Wye so that parents feel welcomed into our school community and so that the vital liaison between home and school is promoted. With this in mind all visitors are directed to use our electric gate leading from the Village Hall Car Park, with the front gates of the school being locked from 9am to 3pm each day to further secure the site. This ensures that we know exactly who is on our school site with ‘strangers’ being appropriately challenged.

We do not want to discourage dialogue between teachers and parents at arrival and home times. These moments help to maintain the care of our boys and girls and build working relations, however, I would ask that if a ‘meeting’ with a teacher is needed these are planned for the end of the day (not the beginning) and that wherever possible an appointment is made. I do keep the teachers very busy!

Absences – If your child is absent due to sickness you must let the school office know on the first day of sickness and send a short note with your child when they return to school. It is not necessary to call each day they are off, however, if an illness lasts longer than 5 days please do keep in touch with us.

Appointments during school – Please can you make sure that you have signed your child out at the school office before taking your child off site.

Arriving late - If your child is going to be late for school we would appreciate, where possible, a note or telephone call advising us, especially if a school meal is required. All absences must be followed by a brief note of explanation. The school is required to record a variety of different types of absence for each child; also we are obliged to record unauthorised absences and late arrivals.

E-Safety

As adults it is our responsibility to ensure that our children use the internet, social media and technology safely and appropriately. Within school this is part of our curriculum. We also apply filters through our internet provider to limit access to the web. We are aware, though, that any filtering is not fool proof and often there are no such limits in all home environments. Subsequently, we have noted a worrying increase in the number of children accessing inappropriate materials or social media sites, the impact of which we unfortunately often end up dealing with in school. As parents it is wise to ask yourselves some basic questions on a regular basis: Do you know what your children are accessing at home? Do you know who they are ‘talking to’? Do you know the legal age for children to have an account for such sites as ‘Facebook’, ‘Youtube’, etc? Our responsibility is to look after the wellbeing of our children and their friends.

As part of our management of the children’s safety it is also our strict policy to NOT allow children to bring mobile phones into school. Aside from the expense of these items they give significant concern as these days they provide children with direct / unfiltered access to the internet. Should, in an emergency, there be the need for a child to have a phone for use outside of school hours we will look after them in the office. A written note should be provided from parents.

Car Parking



If you sit outside any school at the beginning and end of the day you will most likely be looking at car parking or car related problems! We are no exception, however, we are extremely lucky to have the Village Hall car park directly adjacent to the school, which sees us much better served than the vast majority of schools. All the more reason, then, that we all use it courteously and with all due care.

When parking can I remind you all to park with consideration and in the bays provided. Please do not block the entrance and exit routes of the car park, the main school gates (needed for emergency access) **or the property of our neighbours**. This has the potential to place our children in danger and / or cause great upset. The last thing any of us would wish to see is a child harmed because of our impatience or lack of consideration.



May I also remind you that the two disabled bays next to the school are for those cars displaying a disabled parking sticker and should be left clear – **they are used daily!** Thank you.

Universal Free School Meals

The central government initiative to provide free school meals to all Reception, Year 1 and Year 2 children has been very well received. Do remember, that you may still apply for Free School Meals for children in these year groups. If your child is eligible for Free School Meals we will be able to give other financial assistance for school trips etc. We do still need to know if your child is having a dinner each day as we have to keep records for County **and also prepare the appropriate number of meals!**

Uniform / School Shop

School uniform must be purchased online – many of you will have taken advantage of the summer ordering and collected your orders. Orders will normally be given to your children to bring home.

The Friends' have Second Hand Uniform in the corridor by the Treatment Room, please come and look through before or after school – all items are 50p.

Printer Cartridges

Unfortunately, we are no longer able to recycle ink cartridges. Our thanks for your support with this project in the past.

Vouchers / Tokens

We will again be collecting all sorts of tokens for schools – Tesco's, Sainsbury's, Persil, Nestle. We use these tokens to purchase playground games – scoops, skipping ropes, balls etc – so keep them coming! If you counted them into 10s and stapled this would be even better!

CLUBS

Please find below information about some of our clubs that will be starting this term. Please look out for further letters regarding clubs as other clubs will be starting throughout the year.

Link to website: <http://ladyj.kent.sch.uk/school-clubs/>

Please make sure you have completed a separate permission slip for **each** club that your child would like to attend. We ask you to provide a mobile contact number; should a club be cancelled during the day we will text your mobile to let you know. All decisions will be made at the latest by 2.15pm. (Please bear with us if it is a 'weather' related cancellation, Wye seems to have its own unique weather system!!)

MUSIC CLUBS

Wye Band (Orchestra) – Runs on **Tuesdays from 3.15-4.30pm** Starting on 13th September

Choir - Will run after school on **Wednesdays from 3.15-4pm** starting on **21st September** for Y3 upwards with Miss Tonna and Mrs Rall.

Infant Choir – Will start after Christmas and runs during lunch times for Year 1 and 2.

Recorder – will run on Tuesday lunch times for children in Y3-Y6. Run by Mrs Royal.



SPORTS CLUBS



Football – Starts on **FRIDAY 16th September for JUST YEAR 5 & 6**. We hope to include Year 3 & 4 in our club but we must have parent help to make this viable – please come and speak to Mr Pomfrett or Mr Grout if you are able to help. The club will run on **FRIDAYS** at 3.15-4.15pm during the Autumn and Spring Terms.

Juniors only. ANY PARENTAL SUPPORT WOULD BE GRATEFULLY RECEIVED AND IS **ESSENTIAL** FOR THE RUNNING OF FOOTBALL CLUB! WE OFTEN HAVE OVER 60 CHILDREN! IF WE DO NOT HAVE ENOUGH PARENTAL SUPPORT WE **WILL** NEED TO LIMIT THE CLUB TO JUST YEAR 5 & 6

Girls Football Y5&6 - starts on Wednesday, 21st September at LUNCHTIME run by Alison & Bob. They will need a packed lunch on the day.

Netball

Year 6 - Start Monday, 19th September 3.15-4.30pm led by Mrs Hazel Andrews, Alison and Miss Law.

Year 5 - Start Thursday, 22nd September 3.15-4.15pm led by Mrs Endacott, Miss Law & Bethan Hall.

Both sessions run all year round with a break in November (last club on 17th & 21st November and restarting 17th & 21st January 2017). Numbers are limited.

Gymnastics – Is run by an external coach – High-Five Sports. Their email contact is george@high5kent.com

There are 2 sessions, both on Tuesdays – 3.15-4.15 & 4.30-5.30. Please contact High-Five Sports DIRECTLY for more information and to sign up to the club.

Tennis – We will continue to run our very successful lunch time tennis clubs this year – watch out for letters for your child's year group.

OTHER CLUBS

Lego – This club runs during the lunch time for Year 1 and will start shortly – watch out for a letter later.

Lighthouse – Runs on the 3rd Wednesday of each month from 3.15-4.45pm for children in Year 2-6. It is run by a group of volunteers from Wye Parish Church. Look out for a letter with more information.

LADY JOANNA THORNHILL (ENDOWED) PRIMARY SCHOOL

Bridge St, Wye, Ashford, Kent TN25 5EA tel: 01233 812781 email: office@ladyj.kent.sch.uk

CLUB PERMISSION SLIP

Child's Name: Class:

My child participated in the club last year – Y / N (*please circle as appropriate*)

I would like my child to join _____ club, which takes place on _____

I give my permission for medical aid to be administered including an anaesthetic should the need arise.

My child will be collected by: parent/childminder/other (*please specify*).....
My child will walk home on their own (Y5 or 6 only)

(Should the club be cancelled I can be contacted on: _____ Mobiles only please)

Signed: (Parent/Guardian) Date
(All cheques should be made payable to Lady Joanna Thornhill Primary School).

Some Dates for your Diary

Mon, 12 th September	-	8pm - 1 st Friends' Meeting at The Conningbrook
Friday, 23 rd September	-	Year 5 Cake Sale
Tues, 4 th October	-	Y4 Trip to Reculver
Wed, 5 th October	-	INDIVIDUAL SCHOOL PHOTOS
Thurs, 6 th October	-	INDIVIDUAL SCHOOL PHOTOS
Fri, 7 th October	-	9.15am Reception only – Kent Messenger First Class Photo – this will be available in the local paper
Fri, 14 th October	-	INTERNATIONAL EVENING
Mon 17 th October	-	FRIENDS' AGM
Tues, 18 th October	-	Year 1, 2 & 3 Flu Vaccinations – a permission letter will be sent beforehand.
Fri, 21st October	-	NO SCHOOL - Staff Development Day
Mon, 24th Oct - Fri, 28th Oct-	-	HALF TERM
Tues, 31 st October	-	Back to School
Mon, 7 th November	-	8pm - Friends' Meeting at The Tickled Trout
Fri, 18 th November	-	Y6 Cake Sale
Fri, 25 th November	-	Non-School Uniform (bring items for Christmas Bazaar)
Sat, 26 th November	-	Friends' Christmas Bazaar
Fri, 2 nd December	-	6pm – Wye Village Street Party
Mon, 5 th December	-	8pm - Friends' Meeting at The Conningbrook
Tues, 13 th December	-	9.30am – INFANT NATIVITY (no Babies/Toddlers)
Wed, 14 th December	-	9.30am – INFANT NATIVITY (All Welcome)
Thurs, 15 th December	-	2pm JUNIOR Carol Service at Wye Church
Fri, 16 th December	-	6pm Friends' Christmas Disco
Mon, 19 th December	-	Friends' 'Pick a Present'
Tues, 20 th December	-	Christmas Lunch
Wed, 21 st December	-	LAST DAY OF TERM
Tues, 3rd January 2017	-	Back to School