

Spalding Parish Church of England Day School

Clay Lake, Spalding, Lincolnshire. PE11 2QG

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Acting Head Teacher: Diane Mulley

www.spaldingparish.lincs.sch.uk

'All scripture is God-breathed and is useful for teaching, rebuking, correcting and training in righteousness.'
2 Timothy 3:16

10th September 2019

Dear Parent/Carer,

New Academic Year

Welcome back to a new academic year after, hopefully, a relaxing and enjoyable summer holiday with your children. It has been a fantastic start to the term so far and I hope that we will have a productive year of learning.

If you do have any questions during the year do not hesitate to speak with your child's Class Teacher or come and speak to me or a member of the Senior Leadership Team. Over the course of the week we have tried to ensure that a member of the Senior Leadership Team is available each day.

Diane Mulley	Head Teacher	Monday (1.30-3pm)
Sam Boccock	SENCo	Tuesday (1.30-3pm)
Rosie Goddard	EYFS Phase Lead	Wednesday (8.30-9.30am)
Kim Bird	Assistant Head Teacher	Thursday (2.30-3.30pm)
Rachael Skidmore	Assistant Head Teacher	Friday PM (1.30-3pm)

Class Teachers are available to meet with you briefly in a morning but, if you need more time, do not hesitate to ask to meet with them at the end of the day once all the children have been collected.

We welcome Charlotte Rowley, Susan Hirst, Jessica Cassidy and Nigel Hackett to the teaching team. Charlotte formally joins the Year 1 teaching team, having completed her teacher training at Spalding Parish with Emily Wand during 2018-19. We also welcome Jessica Cassidy back to Spalding Parish after a number of years. Jessica started her teaching career here and has since taught in Hong Kong and, more recently, in London. Susan Hirst joins the Year 4 teaching team following a teaching placement here three years ago whilst Nigel Hackett joins the Year 3 teaching team. We are very pleased to have them all on board as part of the Spalding Parish family and I know you will join with me in welcoming them. I hope all of them have a long, happy and successful career here.

I would also like to take this opportunity to welcome any new pupils and families to the Spalding Parish family, whether it be at the start of their educational journey or part way through. I look forward to getting to know all of the children during their time at SPCEDS.

Academisation

As you will no doubt be aware the Lincoln Anglican Academies Trust (LAAT) has been identified as the proposed sponsor for Spalding Parish Church of England Day School. After reviewing the options available to our school, with the academy agenda now a reality for all schools and given the recent Ofsted judgement, joining a strong academic trust to further support us on our journey of improvement is the best course of action. However, as part of this process, we are keen to hear the views of all stakeholders of Spalding Parish Church of England Day School regarding this important decision. A separate letter regarding consultation has been sent out this week with further information and we look forward to receiving your responses.

Attendance

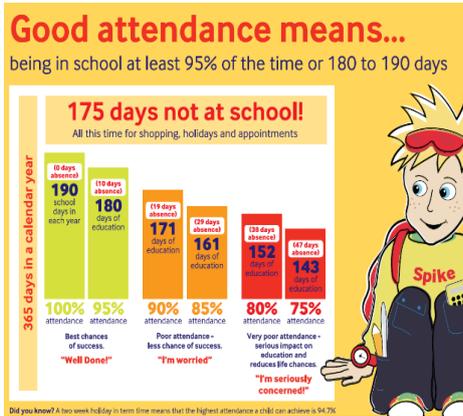
It is essential that your child attends school daily, arriving on time, to support a calm and settled start to their day. I would appreciate that, where possible, routine medical appointments are made outside of school hours or during the holidays. Family holidays should be taken during the school holidays as per the attached dates for 2019/20 Academic Year. Please be aware that during 2019/20 further action may be taken in relation to unauthorised absence and specifically holidays in line with Local Authority and National guidance. Thank you in anticipation of your support.



This year we will continue to reward termly 100% Attendance by putting all the children's names in a hat and drawing out one child for each Phase to receive a reading book. Bi-termly, all children who have attended 100% will be placed into a draw for a family shopping voucher of £50 awarded to a child from each Phase.

If your child is absent please inform the school office on each day of absence **before 9.30am** either by emailing absence@spaldingparish.lincs.sch.uk or by calling 01775 722333 (there is an answerphone available for you to leave a message); this supports our safeguarding procedures. **Emails are the preferred method of absence notification.**

- 🔔 Please make sure you give us an actual reason for absence, e.g. has a sore throat. We cannot accept 'my child is ill' or 'my child is sick' and will make contact with you to ask you the reason if it is not given.
- 🔔 Please ensure we have written confirmation for every period of absence - we recommend you email us notification of absence when your child is absent as we will then print the email for your child's file. If you telephone in you will be required to send in a letter or complete a red absence slip at the office.
- 🔔 Please notify us before 9.30am on each day of absence. This includes if your child is due to be absent for the requested 48 hours after sickness or diarrhoea - although we know the child shouldn't be in school, we need you to call us to update us on whether they are making a good recovery.



Should you have any concerns or difficulties in getting your child to school, please come in and speak to us. Please do not underestimate the value of good attendance with research proving pupils perform better academically both at primary and secondary school. If upon our monitoring of attendance there is concern regarding your child's attendance, we will contact you and you may be invited in for a meeting to discuss any actions/support to improve your child's attendance.

Break-time Snacks/Packed Lunches

In order to encourage a healthy lifestyle, we ask that the children bring healthy snacks and a healthy packed lunch (where appropriate). Healthy eating is important because it helps supply the body with nutrients and energy for effective functioning.

Recommended snacks for morning break include fruit, fresh or dried, vegetable sticks, e.g. celery or carrot and cereal bars. Fizzy drinks and sweets are not allowed for either break or lunch and such items will be sent home. We also discourage crisps and chocolate bars for break time snacks. Children are encouraged to drink water throughout the school day proven to support concentration.

Car Parking

Polite reminder – for the safety of our school community, please park away from the school and walk as much as you possibly can. Do not park on the zigzags on the road at the front of school, in the staff car park or in any way that would endanger our children or the whole Community. Our residents need to access their driveways, please do not obstruct these or access required by emergency vehicles. Thank you in anticipation of your continued support.

Celebration Book

Our weekly 'Celebration Book' will continue this year, celebrating our pupil's achievements over the course of the year. Sharing of the children's successes will take place during Class Presentations, which are on a Thursday morning for Foundation Stage and Key Stage 1 pupils and a Friday morning for Key Stage 2 pupils, with pupils nominated by staff and children alike. We also encourage parents/carers to nominate their child for something special. If you would like to do so, please speak with the office staff or your child's Class Teacher.

Church Service

Church Services will continue to take place on the last day of each term, starting at 10.30am. We would love to see you join us at these, it is a wonderful part of our school life as a Church School, with the children playing an active part in leading them alongside the clergy.

Concerns

If you have any queries or concerns regarding your child, in the first instance, please speak to the Class Teacher or the Phase Leader for your child's Year Group:

 EYFS	Rosie Goddard	(EYFS)
 Key Stage 1	Annabel Cooper	(Year 1 and Year 2)
 Lower Key Stage 2	Claire Hearth	(Year 3 and Year 4)
 Upper Key Stage 2	Katey Robinson	(Year 5 and Year 6)

If you need to speak further regarding the query or concern then please book an appointment to see myself or one of the Assistant Heads, Rachael Skidmore and Kim Bird.

Posting your concerns on social media is not acceptable and will not allow us to deal with your concern productively. Please read and follow the complaints policy, laid out by the Governors to support us to support you, which can be viewed on the school website.

Early Years Foundation Stage

Welcome to our new Foundation Stage 2 children and their families, both new and familiar faces. I hope that those who accepted a Home Visit found them a useful experience. It will undoubtedly support the transition into school.

Free School Meals

As you may be aware the process for applying for Free School Meals has changed with parents/carers now making the applications themselves. If you would like any help with this, the staff in the school office are more than happy to help. Just call in at the school office during opening hours for assistance. The office is open Monday to Friday between 8.30am and 4.30pm.

Illness

Should your child be unwell and they have sickness and/or diarrhoea, as we are dealing with lots of children all confined in classrooms together, do not send them back to school until 48 hours after their last bout, in line with recommendations from health agencies. Supporting us with this will stop the spreading of these conditions, thank you. Please do not be offended if your child returns to school early and this is subsequently queried by school staff. This will ensure that we are able to keep the school community safe and healthy. Thank you for your continued support in this area.

Keeping Safe

As the mornings and evenings get darker in the coming months, ensure your child is safe by wearing something bright to be seen. Please speak with your child about Road Safety, in particular, safe places to cross the road.

Label Everything!

Please, please, please ensure you label all of your child's clothing to ensure any lost items can be reunited with their owner. Looking for missing items can be frustrating and clothing that is labelled means items can be returned to the rightful owner without any hassle.

Medication

As a service to parents/carers medication prescribed by a doctor will be administered by designated staff but only after a request in writing via the relevant form has been submitted to the office by the parent/carer. Medicines should be brought into school in their original containers to the office, with the dispensary label displaying your child's name.

Following recent advice from the local GP service, and to support parents/carers, we have also taken the decision that certain non-prescribed medicines can be administered within school. Primarily this will include paracetamol and ibuprofen based products (e.g. Calpol) and medication that is not taken orally, e.g. eye drops. A request in writing is still required, via the relevant form, stating required dose and timings and all medication must be very clearly labelled with the child's name. Medication also needs to be checked to ensure it is within the given expiry dates. 'Administration of Medication' forms can be obtained from the office for parents/carers.

All medication is to be stored in the office with the exception of asthma inhalers or medicine required in an emergency, for example epi-pens. Please provide a measuring spoon/syringe to administer the medication. I would ask that parents/carers collect the medicine from the office at the end of the day. Thank you for your co-operation with this.

Outdoor Environment

Whilst school has been closed for the summer break, staff have still been very busy at school, including working extremely hard to improve the outdoor environment. To support the development of our school environment and the school garden, please refrain from allowing your children, at the start and end of the day, to run around the various outdoor areas and playing on the equipment. This will ensure our environment is maintained and ready for the children to access as part of their ongoing learning journey and development.

School Site

The school is a no smoking site, to include vapour/e-cigarettes, and a dog-free zone. Please help us to keep your child safe by ensuring there is no smoking and no dogs, this includes any being carried, on the school grounds.

I would also ask anyone coming to school on a bicycle does not ride it within the school's boundary.

Start/End of the Day

At the start of the day, 8.35am (KS2) and 8.40am (FS2/KSI), the doors will be opened to allow the children to enter their classroom. We believe that this provides a more relaxed and informal start to the day for pupils, whilst also providing an opportunity for you to briefly talk to your child's Class Teacher.

The school day finishes at 3.10pm (FS2/KSI) and 3.20pm (KS2) and children will be handed over to parents/carers by the Class Teacher (or adult taking the class in the absence of the Class Teacher). Again staff will be present on the playground for a short period to support communication with parents/carers and sharing information.

SLT will also be present on the playground at the beginning and end of the school day as part of our commitment to provide purposeful opportunities to engage with you to develop positive relationships in order to provide the very best education for your child.

Supporting Home Learning

I hope your child is continuing to enjoy their reading and completing their 'Reading Rambles'. I have already heard about some of the stories read over the summer as part of the Summer Reading Challenge and look forward to hearing about more. Remember, if you go to the Library or Bookmark in town, take your child's Reading Ramble and ask to get it stamped! Your support in listening to your child read is so very important, just 5 or 10 minutes a day can have a huge impact on their learning. If you would like some support with home learning, parent workshops are planned for the very near future including Reading, Phonics and Maths sessions.

Uniform

Please check the school website for full details about the agreed uniform and ensure your child is dressed correctly. I would appreciate you reminding your child that they need to be smart and presented well for school for their day's learning; shirts and t-shirts should be tucked in during school hours. A fleece is classed as a coat and therefore your child should be provided with either a purple school jumper or cardigan, again thank you in anticipation of your support.

Volunteering in School

Should you be at a loose end and find yourself wanting something to do we would be more than happy to hear from you. Whatever time you can give to support the children's learning within the classroom, playing games, listening to readers etc. is invaluable and very much appreciated.

In the first instance talk to your child's Class Teacher or ask to speak to Alison Ladbroke who will be more than happy to discuss this with you.

And finally,

What will this year bring?

We do not know; It will likely bring us its usual times of work and play, experiences of learning, newness, success and challenges, All things that are part of school life.

It's a new beginning; the planting of a seed that will grow for a year, the seed of fruit that will blossom in times to come. It offers new hope; hope for good work, for successful results, for friendship, for fun, for learning.

In this coming year, may there be learning, prayer, and fun. May there be hard work, faith and friendship. May no one in school be lonely; may no one be left out in class; may no one suffer because of how others treat them.

As we begin this new school year in hope, in prayer and friendship, may God begin it with us, be with us during it, and successfully bring it to its conclusion.

Thank you very much for ensuring your child has returned to school safe, well and ready for their learning this academic year. Here's to another successful year and making your child's time here at SPCEDS an exciting and rewarding experience.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Diane Mulley'. The signature is stylized with a large, sweeping initial 'D' and a long horizontal line extending to the right.

Diane Mulley
Acting Head Teacher

Diary Dates

Term 1

School Opens	Wednesday 4 th September
FS2 Home Visits start	Thursday 5 th September
Roald Dahl Day	Friday 13 th September
FS2 Start Full time	Friday 20 th September
Y6 Parent Consultations - Expectations (PM)	w/b Monday 23 rd September
School Disco (Y1-Y6)	Wednesday 16 th October
Church Service (10.30)	Friday 18 th October
School Closes	Friday 18 th October

Term Break

Term 2

School Opens	Tuesday 29 th October
Anti-Bullying Week	Monday 11 th -Friday 15 th November
	'Ditch the Label. Your world, pre judice free.'
Parent Consultation Evening	Tuesday 26 th November (4.00-7.30)
Parent Consultation Evening	Thursday 28 th November (3.30-6.00)
Christmas Concerts	Monday 9 th – Thursday 12 th December
Christmas Jumper Day	Friday 13 th December
Christmas Lunch	Friday 13 th December
Christmas Fair	Friday 13 th December
Christmas Parties	Monday 16 th - Thursday 19 th December
KS2 Carol Concert	Monday 16 th December
7.00 – 8.30	
School Service (AM)	Thursday 19 th December
School Closes	Thursday 19 th December

Christmas Break

Term 3

School Opens	Monday 6 th January
National Storytelling week	Saturday 1 st – Saturday 8 th February
Number Day	Friday 7 th February
Safer Internet Day	Tuesday 11 th February
	'Together for a better internet'
School Disco (Y1-Y6)	Wednesday 12 th February
Church Service (10.30)	Thursday 13 th February
School Closes	Thursday 13 th February

Term Break

Term 4

School Opens	Monday 24 th February
World Book Day	Thursday 5 th March
Parent Consultation Evening	Tuesday 24 th March (4.00–7.30)
Parent Consultation Evening	Thursday 26 th March (3.30–6.00)
Church Service (10.30)	Thursday 2 nd April
School Closes	Thursday 2 nd April

Easter Break

Good Friday	Friday 10 th April
Easter Monday	Monday 13 th April

Term 5

School Opens	Monday 20 th April
School Closes	Thursday 7 th May
May Bank Holiday	Friday 8 th May
School Opens	Monday 11 th May
KS2 SATs	w/b Monday 11 th May
KSI SATs	w/b Monday 11 th May and 18 th May
Church Service (10.30)	Friday 22 nd May
School Closes	Friday 22 nd May

Term Break

May Bank Holiday	Monday 25 th May
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Term 6

School Opens	Monday 1 st June
Phonics Screening	w/b Monday 8 th June
FS2 New Entrants (7.00)	Wednesday 10 th June
National Sports Week	w/b Monday 22 nd June (TBC)
Sports Day KSI am/FS2 pm	Tuesday 23 rd June
Sports Day LKS2 am/UKS2 pm	Thursday 25 th June
School Disco (FS2–Y5)	Wednesday 1 st July
Transition Day	Friday 3 rd July
Open Evening	Thursday 9 th July (4.00–6.00)
Y6 Leavers Assembly (2.00)	Thursday 16 th July
Church Service (10.30)	Tuesday 21 st July
School Closes	Tuesday 21 st July

Summer Break



School Terms & Holidays for Academic Year 2019/2020 revised July 2019

Term 1 Staff Training Day Monday 2nd and Tuesday 3rd September 2019
School Opens: Wednesday 4th September 2019
School Closes: Friday 18th October 2019 *at 3:10pm for FS2/KS1 and 3.20pm for KS2*

Term 2 Staff Training Day Monday 28th October 2019
School Opens: Tuesday 29th October 2019
School Closes: Thursday 19th December 2019 *at 3:10pm for FS2/KS1 and 3.20pm*
KS2
Bank Holidays: Wednesday 25th and Thursday 26th December 2019
Wednesday 1st January 2020

Term 3
School Opens: Monday 6th January 2020
School Closes: Thursday 13th February 2020 *at 3:10pm for FS2/KS1 and 3.20pm for KS2*

Term 4
School Opens: Monday 24th February 2020
School Closes: Thursday 2nd April 2020 *at 3:10pm for FS2/KS1 and 3.20pm for*
KS2
Bank Holidays: Friday 10th April and Monday 13th April 2020

Term 5
School Opens: Monday 20th April 2020
School Closes: Friday 22nd May 2020 *at 3:10pm for FS2/KS1 and 3.20pm for KS2*
Bank Holiday: Friday 8th May and Monday 25th May 2020

Term 6
School Opens: Monday 1st June 2020
School Closes: Tuesday 21st July 2020 *at 3:10pm for FS2/KS1 and 3.20pm for KS2*
Staff Training Day Wednesday 22nd July 2020

School Closes at the end of the day.

Revised July 2019