



# EARDISLEY C. E. PRIMARY SCHOOL

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## **WELCOME BACK EVERYBODY!**

Welcome to all our new Reception children: Milo, Alexander, Harry, Evelyn, Tom, Jago, Paige and Athena. We also welcome Will in Year 4 and Megan in Year 1. We are delighted that they are all part of our happy school family and look forward to our learning journey together.

We also welcome back Mrs. Mealand who will be the class teacher for Beech Class this year.

A big thank you to the staff and volunteers who have been working in the school over the holidays. Our cleaning staff are in and out all through the break catching up with the jobs which can't be done while school is in session and cleaning up after any building work. This summer, the Local Authority have replaced and updated fire doors throughout the school. Thank you to John and Caroline Morris for providing a shed for our outside furniture to be stored in while it was being repaired. Thank you also to Ian Plumstead and Edge Renewables for the donation of some wood chip for our play area.

Please remember that we are always here for you: if you have any concerns at all regarding the school or your child/children please do not hesitate to contact us and arrange to speak to Mrs. Knight, Headteacher or Mrs. Mealand, Assistant Head - or another member of staff.

Our usual weekly letter will be coming home on Fridays – so please check your child's schoolbag. The letter will also be available on the school website [www.eardisleyschool.co.uk](http://www.eardisleyschool.co.uk). **Please do read this letter weekly**, it is our main source of supplying information to parents. If you would like to save paper and would prefer to receive this letter by email, please complete and return the attached slip.

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### Important - School Lunches

Please remember that if you haven't ordered in advance, dinner orders and money for next week need to be received in school by Wednesday– please ensure that we receive them. The number for cancelling meals is **07557 362600**. If you wish to amend your child's order please ensure that you email [julietclark@btinternet.com](mailto:julietclark@btinternet.com) by Wednesday of the week before you require the change.

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Forms, forms, forms .... This year we have tried to cut down the number of forms sent out so you will be receiving an annual multi-purpose consent form and an annual photograph form in the next week or so. Please return these promptly.

### **Clubs – see slips at end of letter**

We are planning to restart clubs week beginning 17<sup>th</sup> September.

**Please note that all clubs are open to both boys and girls.**

**All slips to be returned by Wednesday 12<sup>th</sup> September to secure a place.** Information will be repeated in the usual weekly letter this Friday. We cannot accept late slips so please do not ask after the deadline.

Where clubs are oversubscribed we may divide the groups to try to ensure that all children asking for a place will get a turn.

**We are one of very few schools who do not charge for our clubs** but the school does have to pay for some of these clubs to take place.

Other clubs are run on a voluntary basis by people who give up their time expressly. We do expect children to commit to at least a half term of attending clubs. Should any club numbers fall below 6, we will cancel the club.

**Please note: there are occasions when we have to cancel clubs due to staff/volunteer absence. We try to give as much notice as possible but sometimes this is unavoidable.**

*Please be kind enough to let staff know in advance if your child cannot attend a club for any reason.*

Please don't forget to phone in to make sure the club is running if the weather is uncertain

We do not invite Reception children to join clubs in their initial term.

The after school clubs (3.15-4.15 pm) on offer so far are as follows:

### Mondays



**Computers** ~ led by Mrs. Sue Brown (governor). For Y3~Y6. Mondays ~ starts on 17<sup>th</sup> September (Numbers limited to 10)



**Netball Club** – Mondays ~ led by Mrs. Gore Y3~Y6 ~ Girls and boys welcome. Club starts 17<sup>th</sup> September.

### Tuesdays



**Football Club** – Tuesdays, led by Mr. Salter, Years 3-6. Starts 18<sup>th</sup> September. Girls and boys welcome.

### Wednesdays

**KS1 Ball Skills** – Led by Luctonians - Years 1-2 – Starts on 19<sup>th</sup> September, girls and boys welcome.

### Thursday



**Gardening Club** – Thursdays, led by Mrs. Whittall (same children who attended the summer term) Starts 20<sup>th</sup> September. (Children will need suitable clothing for gardening and wellington boots). Club will only run up to half term, weather permitting.

**KS2 Hockey Club** – led by Luctonians – Years 3-6. Starts 20<sup>th</sup> September.

Lunchtimes Clubs are as follows:



**Knitting Club** – Tuesday lunchtimes, run by Mrs. Ann Evans Years 1-6.

Running Club will start when the children are not playing on the field and are back on the playground.

### Data Protection

Please see our updated Privacy Notice which is attached to this letter.

### Welfare and Safety

We need information from you to ensure your child's welfare! Please make sure that we have up-to-date information which includes:

- Emergency telephone numbers
- Medical information
- Any other information you feel is important in ensuring your child's safety and welfare.
- Please see our Child Collection Policy on our website, [www.eardisleyprimaryschool.co.uk](http://www.eardisleyprimaryschool.co.uk) for further information about end of school collection procedures.

### Swimming



Oak, Beech and Willow classes will all be swimming this year. The first session will be on Wednesday, 19<sup>th</sup> September and Oak Class will go this term. We ask that girls wear a full costume (no bikinis please) and that boys wear swimming trunks. Bermuda shorts are not considered suitable by the swimming pool and they have requested that they are not worn. Swimming caps must be worn. Children will not be allowed to enter the water if these safety rules are not complied with. A separate letter will be sent out this week with dates etc.

## Volunteer help in school

We welcome and value support from parent (and grandparent!) volunteers and also volunteers from the local community. There are many ways in which you can help our school, including hearing readers, helping with art activities, or offering a particular skill or experience – either during or after the school day. We would love to hear from you! Please speak to Mrs. Bluett, or your child's class teacher, to discuss how you can become involved. All volunteers are given a job description and Child Protection information and training.

The school can arrange DBS checks.

## School Car Park

**May we please remind parents that, no parents' cars are to enter or leave the school park from 8.00 am to 9.15 am and 2.15 pm to 3.35 pm.**

Parents are requested to park responsibly elsewhere. Please consider the local residents.

If you feel you have justification for using the school car park, for example you are disabled in any way; please put this in writing to Mrs. Knight for consideration by the School Governors.

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## **IMPORTANT REMINDERS!**



### Medicines

Should a child need a dose of medicine during the school day, parents are welcome to come into school and administer this. Where this is not feasible then the smallest practicable dose in a named container should be brought into school by the parent (not brought to school by the child on the school bus please) and taken to the school office.

The parent must complete and sign a form giving details of the medicine and instructions on how to administer it.

Medicines cannot be administered by staff without this written permission.

If your child is unwell and clearly requires several doses of medicine during the day, we would politely request that you come into school to administer the medicine or keep the child at home.

The school asks that parents do not ask staff to administer antibiotics to children as the LA advises that antibiotics prescribed three times a day do not need to be taken during school time and in the case of antibiotics prescribed four times a day - the child is probably too ill to be at school anyway. However, we do try to be helpful so please speak to school staff in these circumstances.

Children with asthma need access to their inhalers at all times and they should be readily available for use. The Head asks that a SPARE INHALER be sent to school to be kept in the office in case of emergency. These should be clearly marked with the pupil's name.

**There is no legal requirement for staff to administer medicines and our staff kindly do this to be helpful.** Staff cannot accept responsibility for administering medicines where the timing of its administration is crucial, technical knowledge is required or intimate contact is necessary. Please see our Medicines Policy.



### The day begins...

School starts at 8.55 am and we will look forward to welcoming children between 8.40 am and

8.55 am, when the playground bell will be rung. Our standard of care is high and a member of staff is on duty in the playground from 8.40 am so parents are welcome to leave children in our care at this point but

please ensure that children arrive no earlier than this. Children are asked not to run around on the playground at this time, and Rowan and Willow Class children remain in the 'little' playground.

We try to encourage the children to become independent as they move up the school and would ask that parents leave their children at the door and allow the children to put their coats/bags etc. away by themselves. There will be a lunchbox trolley in the playground for children to place their lunchboxes.

If parents do need to speak to a member of staff in the mornings, please can they come in through the main reception and Mrs. Bluett will ask the member of staff to come to reception.

The school bell rings at 8.55 and as classes are called, the children walk in sensibly to their classroom. This enables us to have a swift start to the morning's lessons.

Please ensure children enter school from the main door to the playground. For security reasons, this door and the playground gates are locked when the children are all in school and so if your child is late, please bring him/her to the Reception entrance by the car park.

Children travelling to and from school on school transport are collected and dropped off in the school car park.

To ensure the highest possible standards of safeguarding, at the end of the school day, children are kept in the front classroom and we ask parents to collect from the main playground door at the front of the school. If you need to re-enter the school after this, please come in through the main reception.

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### Transport Arrangements

If, for any reason, your child's transport arrangements at the end of the day are different to normal, i.e., your child is going home with another child or being collected rather than going on the bus, please inform the school in writing so that we are aware of any changes. If this is not possible, please let

Mrs Bluett in the office know so that she can inform the relevant staff. This is very important so that we know your child will be safe.



**Children in Rowan and Willow classes are supplied with at least one portion of free fruit per day. Older children are welcome to bring in their own fruit if they wish. Children are not allowed to bring sweets, biscuits, crisps or chocolate as a snack.**

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### What can my child bring into school?

Following discussions with our governors, we ask that children **do not** bring any personal items (other than files or pencil cases, lunch boxes and PE kit) or toys into school unless requested to do so by a teacher or member of staff. Thank you.

We ask that children do not wear jewellery. If your child wears sleepers or studs, these will have to be removed before a PE lesson or taped for safety. Children are not allowed to come to school wearing make-up or nail varnish.

For safety reasons, please ensure that long hair is tied back. Thank you.

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### HELP PLEASE!! - SCHOOL MEALS

We would be grateful for any parental volunteer help with dinners. This would involve helping to set up the hall, serving lunches and helping to clear away at the end. If you feel you can help, either regularly or on an odd occasion, please contact Mrs. Bluett and she will arrange for you to have a Criminal Records Check if needed.

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We have an excellent water machine, which provides chilled and filtered water. Each child needs to provide himself/herself with a small plastic bottle with a sports top, clearly marked with his/her name. Most supermarkets sell suitable bottles.

## **Squashes, juices and fizzy drinks are not allowed.**

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### Sending money into school

On occasions, children have to bring money into school for school trips or purchases. For safety, please ensure that all money is sent in contained in an envelope (pre-used/recycled envelopes are fine) marked with your child's name, amount enclosed and purpose of money and taken/sent to the school office or sent in via your child. All cheques should be made payable to Eardisley School Fund.

**Please do send in the correct money as school does not hold cash and is unable to give change.**

We will also be offering an online payment system for trips and swimming etc. this year.

### School dress

Our Governors recommend the wearing of a school uniform. The main colours are red and grey. . We hope that all children come to school sensibly dressed – no trainers, unsuitable shoes (e.g., high heels or sling backs), jeans or tracksuits please. We would also ask that skirts are kept to a suitable length. Items of uniform displaying the school logo are available from Clubsport in Kington, Tesco Online or [www.schoolwearforless.com](http://www.schoolwearforless.com)

There are a range of school wear items on sale at reasonable prices, including book bags, coats, hats and the uniform items so it is well worth a look. If you have any difficulty obtaining school uniform, please see either Mrs. Knight or Mrs. Bluett.

### Email communication

You are very welcome to contact school by email on [admin@eardisley.hereford.sch.uk](mailto:admin@eardisley.hereford.sch.uk) . The office will always acknowledge your email and if you haven't received an acknowledgement within an hour and the matter is urgent (i.e. going home arrangements) please phone the school on 01544 327262 as it could be that our internet is down or the office staff are absent. Thank you.

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Our PTA does have a supply of good second-hand uniform available. Please ask in the office for details.

### Clothing for PE

A red T shirt and black shorts are required for PE kit (Clubsport/Tesco/Schoolwear For Less offer a red T shirt showing the school logo if required).

Footwear must also be changed for PE. Infants wear plimsolls and Juniors wear trainers. Football boots and shin pads are suggested for football and rugby in Years 3 to 6. Your child's teacher will tell you when the lessons take place but we advise you to send kit into school at the start of each half term in a drawstring bag if possible, clearly marked with your child's name. PE bags are to be left in school and taken home at the end of half term.

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### Letters home ..... and back ....

At the beginning of each day, all children are asked to give any reply slips, envelopes containing money, notes etc. from home to their class teacher – most classes have a basket on the teacher's desk to collect items. These are then gathered together and put in a plastic envelope and taken to the office. We find that this is the best way to ensure that everything reaches school safely so please encourage your children to hand in items sent from home to their teacher. Thank you.

**NETBALL CLUB (YRS 3-6) – MONDAYS 3.15-4.15 P.M.**



My child/children would like to attend: Netball Club

I confirm that I can collect my child/children at 4.15 p.m.

Signed ..... Child's Name .....

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**Computer Club (YRS 3-6) – Mondays 3.15-4.15 p.m.**



My child would like to attend Computer Club and I confirm that I can collect him/her at 4.15 p.m.

Signed ..... Child's Name .....

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**FOOTBALL (YRS 3-6) – TUESDAYS 3.15-4.15 P.M.**

My child/children would like to attend Football Club

I confirm that I can collect my child/children at 4.15 p.m.

Signed ..... Child's Name .....

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**KS1 BALL SKILLS CLUB (YRS 1-2) – WEDNESDAYS 3.15 – 4.15 P.M.**

My child/children would like to attend Ball Skills Club

I confirm that I can collect my child/children at 4.15 p.m.

Signed .....Child's Name .....

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**HOCKEY CLUB (YRS 3-6) – THURSDAYS 3.15 – 4.15 P.M.**

My child/children would like to attend Hockey Club

I confirm that I can collect my child/children at 4.15 p.m.

Signed .....Child's Name .....

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**Knitting Club (YRS 2-6) – Tuesday Lunchtimes**



My child would like to attend Knitting Club

Signed ..... Child's Name .....

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**School-Home Communication**

Please do not send home a hard copy of the weekly letter.

I will read the letter on the school website

Please email the letter to me on the following email address:

Email address .....

Print name .....