

Dear Parents

Welcome back to another year at Cedars Primary and a special warm welcome to all of our new children and families!



At the start of term there are a number of reminders about procedures and everyday routines plus a few news items.

Names of Classes and Teachers

Nursery

Elephants and Penguins Class

Elee Perkins (Teacher)
Fiona Teagles (Nursery Nurse)
Alison Smith (Nursery Nurse)

Foundation

Ladybirds Class

Mrs Whitehead (Foundation Leader)

Butterflies Class

Mrs Mackie (Deputy Head) & Mrs Jones

Key Stage 1 (Years 1 and 2)

Hedgehogs Class

Miss Mazzone (Key Stage 1 Leader)
Miss King (Student Teacher)

Badgers Class

Miss Lewis

Owls Class

Miss Turner

Lower Key Stage 2 (Years 3 and 4)

Zebras Class

Miss Hunt (Lower Key Stage 2 Leader)

Elephants Class

Miss Synott

Giraffes Class

Miss Taylor

Upper Key Stage 2 (Years 5 and 6)

5/6 MCH Class

Mrs McGarragh (Upper Key Stage 2 Leader)/ Mrs Harris

5/6 JK Class

Mrs Koszykowska

5/6 OH Class

Mr Hoten

Annual Calendar

Our Annual Calendar 2017-2018 can be found on the school website under 'News and Events'. For those parents who have signed up to ParentMail a copy is attached with your email. For those parents who have not signed up to ParentMail, a paper copy of the calendar should be attached to the newsletter.

Start and End of Day Procedures

A teacher will be on duty from 8.30am - 8.45am each day. Please bear in mind that, before 8.30am, your child is your responsibility and should not be on school site before this time unless attending our Breakfast Club.

For children in Nursery, Foundation and Key Stage 1, we ask that a parent/carer takes them to the school building door for their year group and 'hands them over' to a member of staff on the door. Children in Key Stage 2 (Years 3-6) may make their own way to class.

Start of morning Nursery is 8:50am and afternoon Nursery 12:20pm. Children should be in Nursery at this time. The Nursery morning session ends at 11:50am and the afternoon session ends at 3:20pm. Children are able to attend Nursery all day on request.

If your child attends Breakfast Club, Nursery - Year 4 children will be taken to their classrooms by Miss Moores (Sarah), Mrs Powell (Sue) or Mrs Hart (Louise) and Year 5 and 6 children will be asked to make their own way to their classrooms.

Start of school for children in Foundation to Year 6 is 8:55am. The doors open at 8:45am to enable children to arrive within this 10 minute 'window' and teachers set morning work and activities for children to complete in this time.

At the end of the school day (3:15pm) to ensure children's safety, we will continue to dismiss all children one by one to ensure they are 'handed over' to a parent/carer. All children exit via their year group doors on to the playground. For children's safety please let the school know in advance, and preferably in writing, if someone else will be collecting your child from school. In the event that we have not heard from you about a change in circumstances we hope that you will understand that in the interests of your child's safety we cannot 'hand over' your child. It is therefore vital that we know of any change of circumstances.

You may choose for your child in Years 5 and 6 to walk home independently. Please complete the forms given out today to inform the Class Teachers.

If your child attends After School Clubs, they will be collected from their classrooms by Miss Moores (Sarah), Mrs Powell (Sue) or Mrs Hart (Louise).

Fruit, Healthy Snacks and Water

We are very pleased that children in Foundation and Key Stage 1 are provided with a healthy fruit or vegetable snack during the school day. In keeping with being a Healthy School all children in KS2 are also welcome to bring their own healthy snack to have during morning play - **this should be fruit, vegetables or dried fruit (snack bars or any other sort of biscuit/crisp snacks are not permitted)**. I would also like to remind parents that **children should not bring nuts or nut containing products into school as we have some children that have severe nut allergies**.



From **Year 1 upwards**, we also ask that parents supply a suitable **water bottle** for their child to have in school. During the day water bottles are stored in a tray in the classroom and it is therefore vital that bottles are clearly named. For hygiene reasons water bottles will need to be taken home at the end of each day for washing.

Cycling to School



If your child would like to cycle or scooter to school this academic year, we would request that your child wears a suitable helmet, have a roadworthy bike/scooter and have had basic instruction in cycle/road safety.

Children in Foundation to Year 4 must be accompanied by a responsible adult.

E-Safety



If you have purchased a new laptop, computer, tablet, iPad or phone over the summer in preparation for the new school year it might be a good time to freshen up on E-Safety. Our website features an E-Safety section with links to helpful websites that can help you ensure that you and your children are keeping safe on-line.

Go to our website and on the home page click 'Information' and then click "E-Safety" to get up-to-date.

School Hot Lunches



A reminder that we provide hot lunches. Children in Foundation and Years 1 & 2 receive their meals free of charge (paid for by the Government). The cost for children in Key Stage 2 (Years 3-6) is £2.30 per day. Some children in Key Stage 2 will be entitled to a hot meal also paid for by the Government. If you think your child is entitled to a free meal, please speak with the school office team.

Hot lunches must be ordered via the ParentPay website by midnight on Tuesday for the following week. If you require an activation code to register an account with ParentPay please contact the school office.

Medical

If your child needs to use an inhaler in school please ensure you send in the inhaler to school. The inhaler sent into school must be clearly labelled with your child's name. If your child needs to use an inhaler please sign and return a medical form as soon as possible (forms are available from the office).



If there have been any changes to your child's medical condition over the holidays, please ensure you let your child's class teacher know.

Attendance and Punctuality

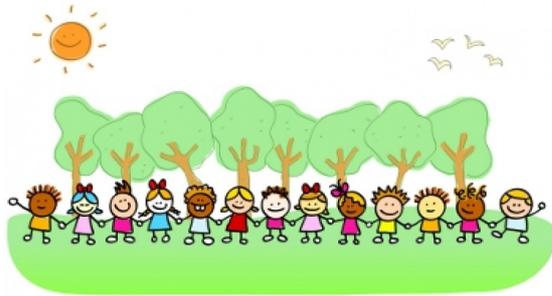
I would like to remind everyone of the school's attendance policy and have attached a copy of this for your reference. Please note that Headteachers are no longer able to authorise holiday leave. There are, however, some exceptional circumstances where leave may be granted.

I would like to thank you in advance for your understanding and support in ensuring good attendance and punctuality for your child.

Building Improvements

Over the summer holidays, Cedars Primary School has had its hot water made more efficient, oil tank replaced, brittle stone work replaced and the 'The Hut' (which was the Acorn Building) completely re-decorated. I would like to thank Mr Truelove for overseeing the work so effectively over the summer holidays and for all of his hard work.

Breakfast and After School Club



We are delighted with the children's positive feedback from their first week attending our new Breakfast and After School Club. A special thank you to Sarah Moores and Sue Powell for all of their hard work setting it up over the summer holidays.

Friday Celebration Assembly



In every Friday Assembly we celebrate children's achievements both at school and from home. If your child would like to share their achievements from home, please help them to prepare what they would like say and show. I have a 'Special Box' in my room to look after their artefacts e.g. medals, trophies or certificates.

Home/School Communication Book and Reading Record

As you know, good communication between home and school is a vital part of our partnership. Your child's

Communication Book and Reading Record should be kept in your child's book bag and be brought to school from home and taken back again every day. We ask that you check it daily and that your child informs their class teacher of any messages sent from you. Your child's regular reading should also be recorded in this book.

Inside you will find a Home School Agreement, E-Safety Agreement; tips on helping your child become a successful reader, a uniform list and notes pages. Please sign the Home School Agreement and E-Safety Agreement at your earliest convenience.

Helping and Supporting Your Child at Home - Homework



We believe that homework should not be excessive and that children should be allowed time to build social relationships. It is very important that children have spare time for themselves in order for them to develop their character, skills and qualities to be successful in later life. We do not want to see homework damaging children's education and their home life by it creating tension between parents/carers and children. We feel that there must be a balance with children doing some homework and time for them to explore, experiment and enjoy learning without them feeling pressurised. We must not therefore overdo the amount of homework that is given to children as they need some time to relax and recover after their day in school.

All homework tasks and activities this year will be designed to consolidate and reinforce knowledge, skills and understanding in English and Maths.

Foundation 2

- Reading with your child, your child reading aloud to you at least 4 times a week
- Spring and Summer Terms: Practising reading 'Key Words' Counting in 2s, 5s and 10s

Key Stage 1 (Years 1 and 2)

- Reading with your child, your child reading aloud to you at least 5 times a week
- Maths work every fortnight
- Learning the 2s, 5s and 10s multiplication tables (Year 1)
- Knowing the 2s, 5s, 10s and 3s multiplication tables facts (Year 2)

Key Stage 2

Years 3 and 4

- Reading with your child, your child reading aloud to you at least 5 times a week
- English work focused upon spelling, punctuation and grammar every fortnight (up to 30 minutes)
- Maths work every week (up to 30 minutes)
- Knowing the 2s, 5s, 10s, 3s, 4s and 8s multiplication tables facts (Year 3)
- Knowing all of the multiplication tables facts to 12x12 (Year 4)

Years 5 and 6

- Reading aloud to you at least once a week, reading at least 4 times a week independently
- English work focused upon spelling, punctuation and grammar every fortnight (up to 45 minutes)
- Maths work every week (up to 45 minutes)
- Continual practise of recalling all of the multiplication tables facts to 12x12 (Years 5 and 6)
- Additional work will be set throughout the year for Year 6 children to help the children prepare for the SATs and secondary school.

Homework will be given out on a **Thursday and expected to be completed for the following Tuesday.** Homework will be set from next week.

The Homework Policy can be found on our website (under 'Information', 'Policies and Procedures').

Parking

I recognise that parking is a challenge at the beginning and end of the school day, however the safety of the children is paramount - please therefore make sure you are not parking on the pavement or blocking pathways.

Mobile Telephones

I would like to remind everyone about the school policy on the use of mobile phones. **Children should not bring mobile phones or any other portable electrical devices into school.** If



children in Year 5 or Year 6 are coming to school independently of a parent and for safety reasons parents wish their child to have a mobile phone for the journey, **they must be handed to the office at the start of the school day.** Should you wish to have us look after a phone for your child, please complete a request form (available from the office). Any phones found in school which are not registered with us will be taken into safe keeping and will only be returned to an adult.

Children are not permitted to use mobile phones on the school premises - this includes making/receiving calls or messages and using devices for recording (audio or images). The school will regard any transgression regarding the use of mobile phones, as a serious breach of our Attitudes and Behaviour Policy.

Harvest Collection and Assembly

Our Harvest Assembly will be held on **Thursday 28th September at 9:30am at**



Lovat Hall. Once again we would like to support the Food Bank in Milton

Keynes. We know that the donations are always much appreciated and go directly to local families in need. Therefore, please can any donations be in packets, tins or bottles as the food bank cannot deal with fresh produce. **Donations may be sent into school any time from Monday 25th September.**

Macmillan Coffee Morning



The PTFA will be holding a Macmillan Coffee Morning following the Harvest Festival at Lovat Hall. Do come along for

some delicious cake, a coffee and a natter! **Donations may be sent into school on Wednesday 27th September, or brought directly to the Harvest Festival.**

School Clubs

Miss Pollendine has written to you today about school clubs for the Autumn Term. Please remember to **return your child's choice to the school office by Wednesday 13th September 2017.**

Parent Mail

Please can I remind you that we do not usually send home paper copies of whole school communications. This is to try and reduce copying costs and administration and in many cases we often find that newsletters and letters stay crumpled in the bottom of children's bags. We publish newsletters and letters on our school website and our **preferred method of post is email** - this means that whole school communication can be emailed directly to parents on the day of publication and saves the age-old problem of the lost communication in the bottom of a bag! Newsletters will usually be published on a Friday at the end of each month.

If you are happy to receive communication by email, and have not signed up already, please sign up to ParentMail. If you require any assistance please contact the school office.

And finally ... please remember to complete, sign and return the following - if needed!

- **Home School Agreement**
- **E-Safety Agreement**
- **Asthma/inhalers**

- **Cycling to School**

Thank you all for a super start to the new school year. We look forward to an enjoyable and successful year at Cedars Primary.

Have a good weekend.

Yours sincerely

Lisa Munday