



# Simmondley Primary School

✉ Simmondley Primary School, Pennine Road, Simmondley, Glossop, SK13 6NN  
✉ enquiries@simmondley.derbyshire.sch.uk ☎ 01457 852721

Monday 15<sup>th</sup> April 2024

## Welcome back!

*I hope that all our children and families have had a good break and are ready for another busy half term.*

## Looking out for other

*Just a reminder that if your child is unwell and has a fever they should stay at home until they feel better and the fever has resolved. If your child needs Calpol to control their temperature, please keep them at home. If there is no fever, then children can be in school but should continue to protect others by following the simple advice that we are well used to;*

- Ensure good hand hygiene by regular handwashing and sanitising
- Catch coughs and sneezes in tissues, bin them and then sanitise hands
- We will continue to fill up the sanitiser in school and will encourage good ventilation, while ensuring classrooms are a comfortable temperature for learning.

## In this Newsletter you will be able to find further information on the following;

**Communicating with school (timescales for responses and appointments)**

**Start of the Day (passing messages for teaching staff via the school office)**

**Parents Association Thank you (Easter Event)**

**Administration of Medicines in school.**

**Staff Car Park**

## Important Diary Dates

Please check your emails for instructions as to how to sign up to the school calendar for the draft dates for this academic year. Events and activities will be added onto the calendar and we will aim to give you sufficient notice of these.

## School Office

Mrs Cole is available in the office from 8.15am- 12pm and from 12.30pm to 4.15pm (Friday 3.45pm) Please **note there is a reduced service in the office over lunchtime.** Mrs Hinchliffe our School Business Manager works Monday to Friday, 8.30 until 3pm

## Communication

Office	We will communicate with you via email and occasionally paper letter which will require your attention.
Teachers	Class Newsletters will be sent out through the Jotter App which is linked to the school website.
Whole School	Head teacher Newsletter at the beginning of each half term through the jotter app which is linked to the website. Simmondley Good News Bulletin every Friday

## Communicating With School

**Communication- Class emails** Email communication to class teachers will only be through [enquiries@simmondley.derbyshire.sch.uk](mailto:enquiries@simmondley.derbyshire.sch.uk)

If you are emailing in (you can always telephone the office), please include your child's name and class and the subject. **It would be helpful to keep your email brief ( a short summary will do)** Your email will be acknowledged, **this may be an automated reply**, within 24 hours ( during the working day) and you will be offered a telephone, TEAMS or face to face appointment to speak to the teacher. **The timing of this will be arranged taking into account the subject of the email, the teaching commitments of the staff member and the smooth running of the school. We will aim to do this between 2-4 days.**

If you have a safeguarding concern, please ask for the Designated Safeguarding Leads (Mrs Greaves and Mrs Ellison) who will triage your concerns and offer you an appointment as soon as possible.

Pick up by another parent should be sent to the school office using [enquiries@simmondley.derbyshire.sch.uk](mailto:enquiries@simmondley.derbyshire.sch.uk)

Medical appointments and sickness absences should be sent to [absences@simmondley.derbyshire.sch.uk](mailto:absences@simmondley.derbyshire.sch.uk). If using the absence email, please put your child's name and class.

## School Values and Rules

**Vision** - Caring Hearts, Aspiring Minds

**Mission** - To go above & beyond, to encourage & inspire

### Core Values

- Kindness
- Happiness
- Teamwork

### Our Rules

- Be Kind
- Be Ready
- Be Safe

### Start/ End of the School Day

Our start of the day procedures enable us to concentrate on our meet and greet procedures with our children and to get them into classes quickly so that their lessons can begin. **Wherever possible, please pass on messages for the teaching staff via the office as our focus first thing in the morning is to supervise the children into school safely.** Thank you for your support with this.

Our school day will continue to be **9am to 3.30pm**. The main playground gates will open at **8.45am** and children may enter and wait on the playground **with their adult**, unless they are in Y6 or by **prior arrangement with a member of the Senior Leadership Team**.

**Those children who arrive after that time will need to enter school through the main door, where they will need to be signed in at the office.**

At the end of the day, children will stay with a member of staff on the playground in their class lines until 3.35pm then they will be taken back into school to wait at the front near the office. Please contact the school office if someone different is picking up your child. For example another parent. School will need to seek permission before any child is allowed home with someone who is not on our list to collect them **or if the staff member does not recognise them.**

### Parents Association

We have a thriving PA at Simmondley Primary School with lots of new members. The events to date this year have been brilliant and have helped to raise much needed funds for our school. The Easter event raised just under £600.00, so a very big thank you from all of us and the PA for supporting the event.

### Use of Trim Trail and Outdoor Gym Equipment on the Playground.

Please note: The Trim Trail is for use under Staff Supervision during the school day between 9am and 3.30pm. **It is closed to all children before and after these times.** The Trim Trail is risk assessed by a staff member at various times during the school day before children are allowed on it and on no account should anyone be playing on it outside of those hours. The children know that they are not supposed to use it too.

### School Uniform

In relation to uniform and dress in general we do try to be balanced and take a common sense approach, and our uniform policy is available on the website. There are however times when we may need to make a judgement in relation to a new fashion statement linked to hair styles, shoes and other items pupils wear from time to time. Please could I remind you that children should not wear nail varnish or wear logo/football/ wrist bands or elaborate headbands, but a watch with a name on if possible is allowed. Thank you for your support in helping our children continue to look smart in school and take pride in their Simmondley uniform. **Make up and nail varnish is not allowed.**

**Children should not wear earrings for Sport and PE.** Please take them out on the day that your child takes part in such activities. If you wish to tape them up, please do so before they come to school as we are not able to.

### Dressing for summer school days

As the (hopefully!) warmer weather begins (I'm beginning to think it will be woolly jumpers all year), here are a few reminders about dressing your children for school. We try to play out in all weathers so your children **should always bring a light-weight showerproof jacket** so they can enjoy being outside even in the rain.

### Lost Property



We simply do not have the capacity in school to keep endless amounts of clothing, coats, shoes etc for long periods of time. There is a Lost Property Box located in school so that the children can access it. Items will be on a table outside the school office at the end of each half term and if not collected, will be bagged up and sent on to a good cause. **PLEASE ENSURE ALL YOUR CHILD'S UNIFORM/BELONGINGS ARE NAMED/LABELLED.**

### School Website

Our school website can be found at [www.simmondley.derbyshire.sch.uk](http://www.simmondley.derbyshire.sch.uk)

### Health Snacks and Drinks for Breaktimes



We are continuing to notice an increasing number of children bringing unhealthy snacks for breaktime especially crisps and chocolate every day. We do 'Crisp **Friday**' which will be the only day we would like children to bring crisps for a snack. **Please send in fruit or alternative healthier options.** Please avoid sugary drinks unless a special arrangement has been made with us. We encourage children to drink water only. **Fizzy drinks are not allowed.** Thank you for your support with this.

### Sunrise and Sunset Club

There are limited places available at our Sunrise/ Sunset Club. Please contact Mrs Hinchliffe at the school office for further information. Prices are as follows; Sunrise: £5.00 / Sunset: up to 4.30pm £4.00/ up to 5.15pm £6.00 / up to 5.45pm £7.50. **Please also note that the last pick up time for the Sunset club is 5.45pm and 5.15pm on Friday.**

### **School Run-Parking on Pennine Road.**

Please remember to park legally and safely at drop off and pick up times. Thank you to the many parents who do so, as the safety of our children is of great importance to us, as is our relationship with our neighbours. This applies to events after school too. **ALSO PLEASE CAN WE ASK THAT YOU DO NOT PARK IN THE CAR PARK AT THE DOCTORS SURGERY.**

### **Administration of Medicine in school.**

If your child needs short-term medication (for example, antibiotics) you must complete a medicine request form, available from the school office. **We can only give medication that has been prescribed by a doctor. Please do not ask children to be responsible for doing this.** If your child need medicine (**prescribed by a medical professional only**) to be administered, this **must not** be sent in with the child but handed in to the Office in the dispensed bottle/packaging and the appropriate forms also need completing. Mrs Cole and Mrs Hinchliffe will be more than happy to help you if you call in at the office.

### **Concerns and Complaints**

We have an open door policy at Simmondley Primary School and believe in working in partnership with you so that any difficulties which may arise are usually resolved by discussion in school. It is helpful if you contact us at an early stage with your cause for concern so that all parties can be prepared for when we meet and the situation does not escalate. **We are here to help and will not tolerate abusive behaviour towards any of our staff team.**

### **Social Media Sites**

**The use of Social Media sites is not an appropriate way to raise genuine concerns or talk negatively about staff members, as problems cannot be investigated and dealt with fairly and effectively, if school does not know about them. Thank you once again to the many of you who support us, work with us and use the appropriate channels to raise your concerns. Where there are concerns, the class teacher should first be consulted as this is usually the best way to resolve any concerns you may have.** If you feel that the situation remains unresolved please make an appointment to see your child's Team Leader. They are as follows;

Key Stage 2 leader	Mrs Collyer	Years 3, 4, 5 and 6
Key Stage 1 Leader	Mrs Ellison	Reception, Y1, Y2

Where issues are not resolved at class or Key Stage Leader level or your class teacher is the Key Stage Leader, please contact school to speak to me.

Procedures for making formal complaints to school are available on the school website [www.simmondley.derbyshire.sch.uk](http://www.simmondley.derbyshire.sch.uk) or on request at the school office.

### **Staff Car Park**

**The car park is for staff use only.** It can only be used by parents for accessibility by arrangement with the Senior Leadership Team. Please note it is not a pedestrian entrance at any time of the day.

### **Celebrating Birthdays**

You child can attend school on their birthday day/ near too if falls on the weekend in non-uniform. Please do not send in any sweets/ cakes to be given to the class or toys. If you wish to share a gift with the class, a book is a lovely idea for story time.

### **Partnerships/Staff Development**



Our school continues to build and work with a variety of partners in order to continue to improve our provision for our children. We are ambitious for ourselves and our children and outward looking, positively welcoming collaboration with others. Many of our staff have or are completing additional professional qualifications which are impacting positively on teaching and learning across school.

I am very much looking forward to continuing to work in partnership with you this term, the staff team and I are grateful for your continued kindness and support.

Kind regards

Mrs Debbie Greaves

