

Simmondley Primary School

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Headteacher: Mrs D Greaves
Deputy Headteacher: Mrs G Ellison
Acting Chair of Governors: Mrs M Crosse
Website: www.simmondleyprimaryschool.com

Wednesday 11th September

Dear Parents and Carers,

Welcome back!



I hope you had a lovely summer holiday and managed to get out on the days the sun made an appearance in the holidays! A special welcome to our new Reception children and other children, who have joined us. I hope you and your children will soon settle into our 'Big Family at Simmondley' and enjoy joining in the fun, learning and life at our busy community school. All the pupils look very smart in their school uniforms and have settled into their new classes very well. The new Reception children in Apples and Rowan classes are delightful and are settling into their classes superbly! Welcome too, to our new governors. Pam Roberts, Debbie Cooper and Roy Barton and thank you for volunteering your time, expertise and commitment to our school. I apologise now for the length of our first newsletter but there is lots of information and reminders at the beginning of the year. You may wish to have a cup of tea and a biscuit and put your feet up to read it, if you are able to.

Building and Improvements



Wow! One of our parent volunteers Mrs Fogell, Mum to Esther and Martha has been in over the summer and TRANSFORMED our library into a beautiful calm place to read and enjoy books. We are so grateful as it is amazing and we have already been inundated with comments.

There has also been some redecoration over the holidays, however if you are handy with a paint brush and could spare a few hours to help us continue to refresh our school environment we would be most grateful! Please let the office know. We are making a big effort this year to make our school clean and tidy so that we all have an amazing environment for our children, adults and visitors.

Thank you to Mr Phillips for treating and painting the decking and tables outside and to Mr Wilson, Dad to Eden for completing the Storytellers Area at the front of the playground using funds raised by our wonderful PA. The children are looking forward to using it as a place to read their favourite stories. I would also like to thank all the staff who came in during the holidays to get our school, office and classrooms ready for the children. Please see Facebook, Twitter and our school website for photos!

Simmondley Snapshot



We have been carrying on with our whole school behaviour strategies which includes the use of recognition boards in the classroom and Hot Chocolate Friday with the Headteacher for children who have gone above and beyond each week. Just a reminder that our revised rules are; Be kind, Be ready, Be safe.

We are looking to catch our children everywhere in school keeping these rules and will be praising them for doing so. We have also been speaking to children about 'Super Standing', 'Wonderful Walking' and 'Legendary Lines Ups' and have made some changes to our Celebration Assembly including the Best Seats in the House for 'Above and Beyond' Behaviour. Whilst we seek to praise our children, we recognise that if they are provided with help to improve their behaviour and this doesn't happen then there need to be sanctions. These have been discussed in assembly with all of the children and should you have any questions about this process please do ask your children and the class teacher.

We have also developed a new core framework which reflects our vision for our school.

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 of the School Day

Start of the day procedures continue to work really well enabling us to concentrate on our meet and greet procedures with our children. Thank you for your support with this. Please may I remind you that Apple and Rowan Class gates opens at 8.50am for you to hand your child over to their teacher. To avoid congestion and to encourage your child's independence **please avoid going into the classroom with them.** Elm Class will be collected from the playground at 8.50am. Please look out for Mrs Rocca-Jordan or an adult holding up the yellow Elm Class sign. The whistle is blown at 8.55am for Y2, 3, 4, 5 and 6 children to line up on the playground **on their own. Adults please remain behind the yellow cones.** There are staff on the playground who will support those children who arrive after their line has gone in but the pedestrian gates will be locked at 9am. 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.

It is important that children are in school on time, as after the register at 9 o'clock, lessons begin promptly in all classes. Children will line up outside their classroom and be greeted by their teacher on the way in. It is important that children are in school for the start of their lessons as it is unsettling for them, their peers and the teacher when the start of the day is disrupted.

Please could I respectfully ask that you only pass on brief messages to your child's class teacher in the morning. If you need to speak to a teacher about anything else, please let the office know and an appointment or telephone appointment will be arranged for you as soon as possible. If you have a Safeguarding Concern, please let this be known at the office and Mrs Ellison or I will meet with you or telephone you as a matter of urgency.

Emergency Childcare

We do recognise that on occasions childcare is needed unexpectedly, we are therefore offering emergency cover daily after school for up to 12 children that will be run until **4.30pm ONLY** and will cost £5.00 per day, per child. Please note that no snack is provided during this session. **These places must be booked and paid for via Parent Pay prior to each session. Bookings must be placed before 2.00pm on the day childcare is needed. No bookings will be taken at the school office.**

Late Pickup at the end of the day



Late pick up arrangements will continue with no changes at the moment. KS 1 children will stay with their teacher on the playground or in their classroom until **3.40pm**. **KS2 children have been reminded that if no one is there for them when they are dismissed from class they must not leave the school grounds but come straight back into school and report to a staff member.**

Please could I respectfully ask all parents that if you see a child that has not been collected from the playground at the end of the day, please bring them back into school immediately to a staff member or the School Office and not to contact their parents or offer to take them home.

School will need to seek permission before any child is allowed home with someone who is not on our list to collect them. If children have not been collected by 3.40pm they will be taken to the Emergency After School Club (Oasis Room) at the back of school where a charge of £5.00 will be administered which we would ask is paid through Parent Pay. **Please do not come to the front of school to collect them as they can be collected from the gate at the bottom of the Car Park**

Rise and Shine and Sunset Club



There are places available at our After School Club 'Sunset Club@' for block bookings in advance. Please contact Mrs Brooks on 07842 094 890 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

The cost of tea will remain at £2.00 for the present.

Please also note that the last pick up time for the Sunset club is 5.45pm

Scooters and Bikes

Please do not allow your children to ride their bikes or scooters in the playground at the start and end of the school day. I know the playground is a very tempting place in which to whizz about, but it is also a crowded place and speedy wheels can cause accidents! Thank you for your support.

Use of Trim Trail 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.

Supply Cover/Staff Absence Arrangements in School

Supply cover is required in schools for a variety of reasons; to enable staff to access training for their class teacher role, and their subject leader roles, for PPA (Planning, Preparation and Assessment Cover), leadership and management activities and staff absence. We are very fortunate here at Simmondley in that we encounter very little long term staff absence in our school, but occasionally, as in any other workforce this may happen. At present we use Mr Ellison, Mrs Lawrence and Miss Davies for supply to cover classes. They are both known to the school and know our school well. Mrs Worrall, who is a Higher Level Teaching Assistant, provides most cover, although we have an exceptionally talented group of Teaching Assistants who also work at a Higher Teaching Assistant Level to provide short term cover. The benefits are that the staff are known by the children and the children are known by the staff. During absence, long term planning is adhered to, Key Stage Leaders oversee and quality assure learning and standards in classes, talking to pupils and looking at books. Teachers who work in parallel classes provide planning support for supply teachers and teaching assistants to ensure continuity and progression for our children.

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.

OOPS! Box



I am sure that we all agree that we would like to encourage our children to be independent and organised, however we understand that occasionally things are forgotten in the morning and they have to be dropped off in school during the school day. If this happens on a regular basis Mrs Kimberley and Mrs Hinchliffe are taken away from her work in the office and the learning of children in classes is interrupted to drop these items off. If you need to send something into school, please could you put it in a carrier bag with your child's name and class on it and leave it in the 'Oops! Box' in the entrance area. Monitors will pick it up at morning break and deliver it to the children.

Illness, sickness etc

Please could I remind you that we do ask that parents do not send their children into school when they are poorly as we want to avoid germs and infection spreading.

I would also like to remind parents that if your child has a stomach upset (sickness/diarrhoea) **you do need to keep your child off for 48 hours (2 days) after the last occurrence** of sickness/diarrhoea. If they are in school and need medicine 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 Kimberley and Mrs Hinchliffe will be more than happy to help you if you call in at the office.

Social Media Policy



Just to remind you that we have set up our own Facebook and Twitter Accounts. We are having plenty of 'likes' and 'views' and have received very positive feedback about our new way of sharing our achievements and celebrations. You can follow us on Twitter @simmondley16 and on Facebook at Simmondley Primary School.

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 at the front of school. Items will be on a table in the Entrance Hall on a Friday each week and if uncollected, 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 new school website is up and running now. Please let us know if there is any other information you would like us to include. The link is www.simmondleyprimaryschool.com

Parent Pay Reminder



In an attempt to remove all cash and cheques from school we are asking all parents to only use our e-payment method for **dinner money, school trips, Sunrise, and Sunset Club**. This can be done online using a very secure website called Parentpay or in cash at local stores where you see the PayPoint logo. Please do not hesitate to speak to Mrs Kimberley or Mrs Hinchliffe if you would like any further information, or if you require a letter with an activation code. **Your support in using ParentPay will help the school enormously**, thank you.

School Office



Mrs Kimberley is available in the office from 8.30am- 11.50am and from 1.15pm to 4.30pm. **Please note there is a reduced service in the office over lunchtime.** Mrs Hinchliffe our school Business Manager is in school from Monday to Thursday, 9 until 2.45pm.

Universal Free School Meals for Reception, Year 1 and Year 2

The implementation of Universal Free School Meals has been implemented with great success at Simmondley and the vast majority of our younger pupils now receive a hot meal every day in school. Thank you to Sue, our cook and all the kitchen staff who work hard every day to ensure standards are met and our food is of the highest quality.

PUPIL PREMIUM GRANT

Please check the following criteria below to see if your child may be eligible for Pupil Premium Funding. This is NOT the same as Free Schools Meals in KS1 and generates much needed additional funding for school. Registering for **PUPIL PREMIUM** can raise an extra **£1,500** for our school, to fund valuable support like extra tuition, additional teaching staff, access to music and the Arts, residential and after school activities. **PLEASE APPLY IF YOU THINK YOU MAY BE ELIGIBLE.**

1) Is your joint family income under £16,190 per year?

2) If not, are you in receipt of any of the benefits listed below?

- Income Support?
- Income-based Jobseekers Allowance?
- Income-related Employment and Support Allowance?
- Support from NASS (National Asylum Support Service) under part 6 of the Immigration/Asylum Act?
- The guarantee element of State Pension Credit?
- Child Tax Credit (with no Working Tax Credit) with an annual income of no more than **£16,190**?
- Working Tax Credit run-on?
- Universal Credit?

If you answered yes to either of the above then please come to us immediately. If you are eligible, rest assured that the information is confidential. We are very discrete - even your child will not know that you have registered – let alone anyone else. Help us to help your child.

Communication

Please can you ensure that you return your child's Personal Information form as soon as possible as we need this to check our records are correct. Please complete a form for each child. As we are responding to your requests for alternative forms of communication and trying to cut down on the amount of paper we send home, please check the school website for all class newsletters and copies of trip/swimming/after school club letters. Please note as we require a signature for trips and after school clubs these will be sent home with your child. If you do require a paper copy of any letter, please contact the school.

Attendance and Punctuality

Our school is continuing to focus on attendance and punctuality and we are writing to remind you that we expect children's attendance to be at 96% . THANK YOU SO MUCH to those families who ensure children's punctuality and attendance is high. THANK YOU for getting these important habits established early on in your child's life as it will make a difference in their futures. There is a link between attendance and achievement and therefore it is very important that your child attends school every day unless there are **exceptional** circumstances.

Holidays in Term Time Reminder

Please can I remind you that ***under the current government legislation*** I am still unable to authorise holidays/leave of absence in term time except in the most exceptional circumstances. There continues to be a considerable number of requests for 'holiday leave' in our school. Circumstances such as ***parent's work commitments***, ***cheaper holidays*** or the chance for a ***"holiday of a life time"*** are not considered to be "exceptional" and I cannot authorise holidays in these circumstances. If parents choose to take children out of school for a holiday without authorisation from the school, then such absences have to be recorded as unauthorised. Unauthorised absences will be referred to Derbyshire County Council who will issue Penalty Notices in line with their policy. Please follow the link below for Department for Education legislation
<https://www.gov.uk/government/publications/leave-of-absence-children-missing-school-during-term-time/holidays-during-term-time>

Health Snacks for Breaktimes



We are continuing to notice an increasing number of children bringing unhealthy snacks for breaktime especially crisps every day. We would like to trial '**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. Thank you for your support with this.

INSET Days

3rd September 2019

25th October 2019

4th November 2019

20th July 2020

21st July 2020

Open Day

We will be holding an Open Day on **Wednesday 16th October**. The times will be 9.15-11.30am and 1.30-3pm. Please do put the date in your diary and drop in during the day for a tour of the school and to see us in action.

Parents Association



A continued thank you to our fabulous PA who are currently working hard behind the scenes with school on our new outdoor classroom which is currently in the planning/project approval phase with Derbyshire County Council. They have raised over £10,000 for this and we can't wait for the next stage in the development. We will keep you updated as and when we are able to about this exciting new instalment for school. If you would like to get involved and find out more about what they do, they can be contacted by email to pa@simmondleyprimaryschool.com

Earrings

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.

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** and only if a medicine request form has been received. Please ensure you hand any medicine to the office. **Please do not ask children to be responsible for doing this.**

Healthy Packed Lunch Reminder



A few of our children are still bringing rather unhealthy packed lunches to school containing lots of processed food and with very little fresh fruit or salad or any protein-rich food.

If children eat well at lunchtime, they have more energy and better concentration levels and so are able to learn well in the afternoons.

Please help your child by following the school guidelines on packed lunches below

| |
|--|
| Sandwiches with a protein rich filling (i.e. tuna, cheese, cold meat, egg etc.) You could ring the changes sometimes with a different source of carbohydrate i.e. pasta or rice salad, filled wraps, pitta bread, crackers and cheese spread etc. |
| Fruit, salad and vegetables (i.e. carrot sticks, apples, grapes, tomatoes, oranges, plums, cucumber, sweetcorn, raisins etc) |
| Dairy food – a yoghurt or some cheese |
| Something (non-fizzy) to drink - low or no sugar if possible |
| An optional small snack or treat; i.e. crisps, a biscuit or cereal bar, a bun or scone, a “corner” yoghurt, cheese dunker, mousse, jelly etc ONLY ONE OF THESE PLEASE! |

I have asked our lunchtime staff to encourage the children to eat their sandwiches, fruit, salad and dairy food **BEFORE** they eat any snacks or treat you may have included.

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.**

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.

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.

May I also respectfully remind you that a statement about an individual that is untrue is libellous, especially if it undermines the reputation of an individual. ***If such comments are made about any staff member, this will be followed up by the Derbyshire Legal Services and staff union representatives to seek independent legal advice about pursuing a claim.*** May I also remind you that our school is trying to educate children about “cyber bullying”, and to protect pupils from becoming victims of such bullying. Posting negative or offensive comments on social networking sites sets a very poor example, and could lead children to believe that “cyber bullying” is in some way acceptable. If children have access to negative comments about our school and our staff, it could reduce their confidence in the school, and this could be damaging to their education. ***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. ***You are encouraged to talk to class teachers, Key Stage Leaders and myself about good things that are taking place too!***

We will endeavour to arrange for you to be seen or telephoned on the same day if possible, but in keeping with the smooth running of school, this may not always be the case and an appointment for the next convenient time will be offered to you. This can be either in school or a telephone appointment. All telephone appointments and meetings in school are logged so that there is a transparent process. Issues will be followed up immediately or as agreed, and you will be contacted promptly regarding your complaint. Procedures for making formal complaints to school are available on the school website www.simmondleyprimaryschool.com or at the school office on request.

Please note we do not operate a 24 hour email service and an acknowledgement of your concerns will be sent to you within 24 hours of our receipt of your concerns, and your concerns will be followed up in line with our policy.

Under circumstances where issues were not resolved formally in school, the Chair of Governors, should be contacted in writing, via the school. ***Where complaints need to be taken beyond the school and the Governing Body are involved, the DfE/ LA recommended complaints procedure has been adopted by the Governing Body and will be followed.***

Thank you for your support in following these procedures.

Partnerships



Our school continues to build and work with a variety of partners in order to continue to improve our provision for our children. We play an active role in the Collaboration of Glossop Schools (COGS Cluster) and are strengthening our work with Ignite Teaching School Alliance becoming full members this academic year and being instrumental in setting up a satellite hub for several other local schools to join and develop. We have several staff members who are undertaking the NPQML Middle Leaders qualification with a newly formed High Peak training Hub.

We are also working with the Dowson Maths Mastery Hub. There continues to be a strong Heads, Deputies, SENCOs and Business Manager network who regularly meet and work together to improve outcomes for all our children in Glossop and share our expertise and resources. A COGS Governor Network has been set up and are we are looking forward this year to work further with Manchester University in the Fellowship Programme to measure and evaluate the impact of our joint working on outcomes and opportunities for our children. We continue to be outward looking, and positively welcome collaboration with others.

Thankyou

Once again I would like to say well done to our school community and I look forward to working in partnership with you along with the rest of our Simmondley Team this year....

Kind regards



Mrs Debbie Greaves