



Dear Parents and Carers,

What a great start to the term we have had over the past few weeks. The children have settled back into their classes superbly and there is lots of learning around school. We have shown a variety of visitors around school in the last few weeks and they have been very complimentary about what a lovely school we have.

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 school 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.

Mrs Greaves and Mrs Ellison

### Snow Plan

It is unlikely that school will close if we have snow. We have a very comprehensive snow plan and will inform you by text and on the website by 7am as to whether school is open or not. If the Snow Plan Procedure is in place, children will need to be dropped off and at the front of school at the office entrance as the playground will be closed. If the weather worsens as the day goes on a text will be sent out and you will be able to collect your child earlier so that you are able to travel safely.

Sufficient staff will remain on site to supervise the children until normal pick up time so please don't worry as we all know that Glossop can grind to a halt when the snow arrives. As usual we will operate a one-way system at the end of the day with parents collecting their children through the entrance at the front of school and exiting through the fire exit door in the Hall. Please check out our website for our Snow Policy.

### Wrapping up Warm for Winter

The winter has been reasonably mild so far but I am sure that there are some very cold and wet days ahead. We try to get the children out as much as we possibly can. As the weather begins to change, please make sure that they have a warm, (and preferably waterproof) coat, sturdy closed shoes and hats and gloves so that they can enjoy the fresh air every day. Outdoor PE continues through the winter too and children are welcome to wear lots of clothes for this including sweat tops, joggers and waterproof jackets.

### Diary Dates

#### Wed 4.3.2020

Fairtrade Café for parents in the hall  
3.30pm

#### Thurs 5.3.2020

World Book Day – dress up as your favourite character.

#### Fri 13.3.2020

Sport Relief (details to follow)

#### Tues 17.3.2020

Easter Tea

3.30pm

#### Thurs 19.3.2020

Zulu Nation Theatre Workshops

#### Fri 20.3.2020

Maple Class Assembly.

#### Tues 24.3.2020

Full Board of Governors Meeting

#### Thurs 26.3.2020

All reception to visit Chatsworth.

#### Fri 27.3.2020

Y1 from Rowan and Elm and Beech Class to Chatsworth.

## Coronavirus

Please note that school is following all Public Health England guidance regarding Coronavirus. We have installed additional Hand Sanitiser in school and are prioritising the importance of hygiene with children and staff. Further information can be found by following link.

<https://www.gov.uk/government/publications/guidance-to-educational-settings-about-covid-19/guidance-to-educational-settings-about-covid-19>

## Flu, Colds, Sickness etc.

It is that time of year again and there are some particularly nasty bugs about. 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.

## Medication 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.

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 will be more than happy to help you if you call in at the office.

## Start of the 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.

## More Diary Dates

**Fri 27 .3.2020**

PA Skate and Scoot  
(more details to follow)

**Monday 30.3.2020**

Sponsored Three  
Legged Race

**Mon 30.03.2020**

Parents Evening  
Week

Book Fair is Mon-  
Thurs

**Thu 02.04.2020**

Governor Surgeries  
times tbc

**Fri 03.04.2020**

School Closes for  
Easter (No Sunset  
Club)

## Inset Days for 2020

The remaining INSET  
days for this  
academic year are:

**Mon 20.07.2020**

**Tue 21.07.2020**

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.

### End of the Day

The school day ends at 3.30pm. Late pick up arrangements will continue with no changes at the moment.

KS1 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.

### World Book Day

We will be celebrating World Book Day on Thursday 5th March in a variety of ways and the children may dress up as a favourite book character. Most importantly we hope we have continued to inspire our children to have a love of reading and in the days of iPads and Xboxes they sometimes find themselves lost in a book.



### Communication

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.

### The Oops Box

The Oops Box is working well but just a reminder.

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.

## 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>

## 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.

Please note that if you require emergency After School Care you will now be able to book for that day or week by ringing the School Office on 01457 852 721 and your child will be booked in.

## Rise and Shine and Sunset Club

There are places available at our After School Club 'Sunset Club.' 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



## 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.

## 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. Please do not hesitate to speak to Mrs Kimberley 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.

## 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 Miss Davies and Mrs Lawrence 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.

## Evacuation Procedures linked to emergency school closure.

In the event of school having to make the decision to close urgently, for example if there is a suspected gas leak or other issue effecting the safety of the pupils and staff, a comprehensive evacuation plan is followed and may include transferring our pupils to another local school. This is done under staff supervision who will remain at the alternative site until a decision is made to either reopen school once it is deemed safe or close until it is. Children will be made comfortable at the host school with activities. In the event that school has to remain closed you will be contacted via a phone call by a staff member to collect your child as soon as you are able to. Please note that school will not inform you of the reason for evacuation initially as this would only be confirmed by the relevant parties, i.e. the Gas Board if there was a gas leak, however a text will be sent out confirming your child is safe at the initial point of evacuation.



## 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.

## 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. PLEASE NOTE THAT ALL UNIFORM SHOULD BE NAMED. 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.

## School Website

Please do make a regular visit to our website [www.simmondleyprimaryschool.com](http://www.simmondleyprimaryschool.com) as we are regularly adding and updating it with news and information. The website contains most of our key policies and information but if you could let us know if there is any key information you think we may be able to add to help parents we would be most grateful

## Parents Association

I would like to say a very big thank you to all the members of the PA who work relentlessly behind the scenes to support our children and our school. We really do all work together for the benefit of our children and it is great having such a wonderful team on board. If you are interested in getting involved they can be contacted by email to [pa@simmondleyprimaryschool.com](mailto:pa@simmondleyprimaryschool.com).

## Social Media Policy

Just to remind you that our Facebook and Twitter Accounts are a lovely way to celebrate our school. We are having plenty of 'likes' and 'views' and have received very positive feedback about this way of sharing our achievements and celebrations. You can follow us on Twitter @simmondley16 and on Facebook at Simmondley Primary School. Don't forget to download our School Jotter app for school updates too!

## School Run - Parking on Pennine Road

Here at Simmondley, we try very hard to keep on good terms with our neighbours. When this goes wrong it creates bad feeling about our school and causes my time being taken away from the core purpose of educating our children when I have to follow up legitimate complaints made by local residents. Please could I ask that you are mindful of our neighbours and avoid blocking driveways, double parking and do not park in the Bus Lane and Zig Zags at pick up and drop off. We have asked for support from the police with this continuing situation who will be issuing fines. This is a small minority of parents that are causing unrest between school and our neighbours and I would like to thank the majority of you who park safely, considerately and legally and are as concerned as I am about the situation.



## 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.

The use of Social Media sites does not address the problem and if school does not know it is not possible for us to respond.

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 the Key Stage Leader. They are as follows;

Key Stage 2 Leader                      Mrs Collyer

Key Stage 1 Leader                     Mrs Ellison

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 Mrs Ellison.

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](http://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.



### Use of Trim Trail on the Playground

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.

## Healthy Packed Lunch Reminder



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 ENSURE CHILDREN DON'T BRING IN NUTS OR FOODS CONTAINING NUTS INTO SCHOOL.

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.

Please help your child by following the school guidelines on packed lunches, see right column.

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.

### PA Easter Tea

The PA have kindly organised the Easter Tea on Tuesday 17<sup>th</sup> March at 3.30-5pm. It will be non-uniform day in exchange for an Easter Egg for the Tombola. It is a lovely event at which tea, coffee, and juice will be served in the hall with cakes for sale. There is also usually an Easter hat competition along with a decorated egg competition. Letters were sent out last night.

### 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 have several staff members who are undertaking the NPQML Middle Leaders qualification with a newly formed High Peak Training Hub linked to the Relational Schools Foundation.

We are also working with the Turing 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 evaluating 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.



### Protein / Carbs

Sandwiches with a protein rich filling (i.e. tuna, cheese, cold meat, egg etc.)

Pasta or rice salad, filled wraps, pitta bread, crackers.

### Fruit / Veg

Carrot sticks, apples, grapes, tomatoes, oranges, plums, cucumber, sweetcorn, raisins.

### Dairy

A yoghurt or some cheese.

### Water

Something non-fizzy to drink - low or no sugar if possible.

### Treat

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!