



Main Road, Smalley Derbyshire DE7 6EF  
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**Head teacher – Mrs K Mason**

## **Newsletter – January 2019**

Dear Parents

May I take this opportunity to wish you and your families a very Happy New Year.

### **Staffing**

We welcome Mrs Greensmith to teach in Class 1 in the absence of Mrs C Smith. We would also like to welcome Mrs K Bamford to our team of Midday Supervisors, who started with us just before the Christmas holidays. Mrs Manley is temporarily acting up as Senior Midday Supervisor and we will be interviewing for the post within the next few weeks. We still currently have a vacancy for a midday supervisor in school. This is a wonderful opportunity to work alongside our fabulous children and support them during lunch and supervised play. If you are interested or know anyone who may be interested in applying for this position, please call in at the school office for more information.

### **Snow**

In the event of snow and as a last resort **if** we have to close school you will be informed by text message – so please contact the school office if you have changed your mobile phone number, or didn't receive a text message on Friday 4<sup>th</sup> January 2019, to ensure you receive important messages.

### **School Dinner Money**

As requested by a lot of parents, we introduced ParentPay last year as an easier way to pay for school meals and trips etc. This has been a huge success and saved the office team a lot of trips to the bank. Unfortunately, we are finding that the amount of dinner money debt is slowly increasing and despite reminder texts, these debts have not been cleared.

Can we please remind you that the school policy for school meals is that they should be paid for in advance, either weekly, monthly or termly. Going forward, if your child's account does not have sufficient funds available for them to have a school lunch, we may contact you to ask if you will be bringing in sandwiches or will be topping up their account. If dinner money debts reach over £10 and are not cleared on request, then governors will be informed and a letter will be sent to parents. If a debt still persists and reaches £30, this will then be forwarded to Derbyshire County Council solicitors for recovery in accordance with the School Dinner Money Policy.

## Letters Home

We have recently trialled sending letters home via email to those parents who requested it and a usual printed copy for those parents who preferred a paper copy. This system has had a few teething problems and has not worked as well as we would have liked with some parents missing important information.

We have decided that from Monday 14<sup>th</sup> January 2019, we will no longer be sending a printed letter home or emailing parents. All letters will now be posted on the school website [www.richardsonendowedprimary.typepad.com](http://www.richardsonendowedprimary.typepad.com) under Information for Parents – News and letters.

A text will be sent to parents informing you that a new letter has been posted on the website for you to view. Once you receive a text message indicating a new letter has been posted, you may call at the school office to request a paper copy if you wish to have one.

There will of course be times when we may need to send out a paper copy of a letter or if we have letters from clubs run by out of school private companies. We hope that you will support us in this effort to reduce our printing costs in school, and create a more effective system of communicating with you.

## Book Fair

The Book Fair will be in school for a few days during the week commencing 4<sup>th</sup> March 2019 as we celebrate World Book Week. We will have guest visitors in assembly sharing their favourite books and a number of activities throughout the week to foster a love of reading. Children will have the opportunity to dress as their favourite book character on Thursday 7<sup>th</sup> March and we look forward to seeing their outfits. It is not necessary to spend lots of money on this and homemade costumes can be just as effective.

## Reception September 2019

If you have any younger children or friends/neighbours with children born between 1<sup>st</sup> September 2014 and 31<sup>st</sup> August 2015, you will need to apply for their infant or primary school by the **15<sup>th</sup> January 2019**. Please apply via the Derbyshire County Council website [www.derbyshire.gov.uk](http://www.derbyshire.gov.uk) and select 'apply for a school place'.

## SATs May 2019

As you are aware, Year 6 and Year 2 children take National Curriculum Tests (formally known as SATs), which are set by the Government's Standards and Testing Agency. These take place every May. Please can we ask that you ensure your child attends school every day during May and any appointments or leave of absence are not made during this time unless absolutely necessary.

## Birthday Treats

We appreciate that children would like to bring in sweets to share with the class for their birthdays, which we are happy to share. Due to health and safety reasons can we please ask that you do not send in lollipops or boiled sweets.

## Sickness

Polite reminder, if your child has had any form of sickness or diarrhoea, the NHS recommended guidance is for your child to absent from school for 48 hours after the last bout of illness. Please contact the school office on your child's first day of illness to give a reason for your child's absence so that the absence can be recorded on the class register.

Please note that school can only administer prescription medicines prescribed by a doctor and only if they are to be taken 4 times a day or on an empty stomach. Medication should be handed in at the school office every morning and collected every night by a parent/carer and a consent form signed by the parent on the first day the medication is to be administered. Please do not send your child into school with any self-administered medication including throat/cough sweets.

## Thank You

Finally, may I say a huge thank you to you all for your on-going support. We do appreciate it here at school and look forward to continuing our work together to provide the very best education for your children.

Kind regards

K Mason  
Headteacher

## Diary Dates 2019

16 <sup>th</sup> January	PTFA meeting at The Rose & Crown 7.00pm-New members welcome
17 <sup>th</sup> January	Year 4 - Swimming starts again
4 <sup>th</sup> February	Fire Service visit for Years 2&6
13 <sup>th</sup> February	Parents Evening 3.30 - 7.30pm
14 <sup>th</sup> February	Parents Evening 3.30 – 5.30pm
15 <sup>th</sup> February	School finishes for half term holiday
25 <sup>th</sup> February	INSET Day School closed for pupils
26 <sup>th</sup> February	School reopens after half term holiday
4 <sup>th</sup> March	Book Week – Book Fair in school
7 <sup>th</sup> March	World Book Day
15 <sup>th</sup> March	Red Nose Day
28 <sup>th</sup> March	Year 4 - Swimming finishes for this term
29 <sup>th</sup> March	Year 5 - Bikeability Level 1
1 <sup>st</sup> - 5 <sup>th</sup> April	Year 5 - Bikeability Level 2
10 <sup>th</sup> April	Year 6 – PGL
11 <sup>th</sup> April	Year 6 – PGL
12 <sup>th</sup> April	Year 6 – PGL
12 <sup>th</sup> April	KS1 Easter Bonnet Parade - PM
12 <sup>th</sup> April	School finishes for Easter Holidays
29 <sup>th</sup> April	School reopens

National Support School  
designated by



National College for  
Teaching & Leadership

Executive Head teacher – Mr M Crawford  
[www.embarkfederation.sch.uk](http://www.embarkfederation.sch.uk)

