



Dear Parents/Carers

First full newsletter of the new school year

This letter is an opportunity to say a “Welcome back” to everyone as we begin another school year. I would like to extend a warm welcome especially to those parents of pupils who have just joined us at Eastlea – of which we have several across the school. I hope your child is settling in well in their new class and that you feel happy with how things are going.

With the retirement of Mrs Hedley in July there have been several changes in staff roles and responsibilities for this term. Mrs Atkinson has taken over the role of Reception class teacher and will oversee the whole of Early Years. Miss Betham has joined the staff team at Eastlea and will be in Year 2 this year. Mrs Powells is in Year 4 full time and Mrs Weatherson is now working to support pupils from across the whole of Key Stage 2. Mrs Raymond has also joined the Eastlea team as a cleaner and an additional lunchtime supervisor.

School uniform

The children all looked fantastic on their return to school – with black shoes, school sweatshirts/cardigans, white shirts, book bags etc. Thank you for your support in helping them to look so smart and tidy in their Eastlea uniform. By now you should be aware on which days PE kit will be required in school for your child. If you have any queries about this, then please see your child's teacher.

Thanks also for your response to our request to ensure that earrings are not worn in school. Almost every family has followed our advice and any newly pierced ears were done at the start of the summer holiday. Please remember that your child is not allowed to wear earrings or any other jewellery in school. It is also important to ensure that your child's hair is tied back as this helps to avoid problems which can occur when hair is left loose.

Can I also remind you that nail varnish is not part of our 'uniform' and should not be worn in school. We have some nail polish remover and this will be used to remove any nail varnish if someone forgets to take it off at home.

Attendance/Time of arrival at school

We are continuing our quest for good attendance and punctuality. The class attendance champion's trophy and punctuality plaque will be awarded each week! We were delighted that four classes achieved 100% attendance for the first week of term and they were presented with the attendance champion's trophy this morning – well done! We had a few children late last week but hope that these teething problems for punctuality can be sorted out quickly.

As outlined last year, from this September the national guidelines for persistent absence have changed, and if a child's attendance falls below 90% then this is classed as 'persistent absence' and is referred to the Education Welfare Officer. We were already 'ahead of the game' with this 90% figure so as in previous years parents will be alerted by letter if attendance starts to fall to 90% or below this figure.

We love the children to be keen to come to school and arrive on time, but can we also remind you that **children from Nursery to Year 4 should be supervised whilst on the school premises by parents/carers while they are waiting for the doors to open.** Children are encouraged to wait sensibly and calmly for the doors to open at 8.50am. This especially applies to pupils who perhaps cycle or walk to school 'ahead' of their parents!!

Outdoor equipment in Early Years and storage containers

For the benefit of parents who are new to the school can I repeat my annual reminder and ask that you continue to help us with looking after our outdoor Early Years equipment by making sure that it is not used by younger children when you come to pick up children from other classes at the end of the school day. As we have mentioned before, we realise it is tempting for younger brothers and sisters to climb on the climbing 'castle'/slides etc or play on the bikes/tyres etc but we are not insured for them to use the resources and therefore this equipment is 'out of bounds' for all children (including school children) after 3pm and before school starts. Children should also not be accessing the storage containers on the yard as this is clearly a potential danger especially when unsupervised. Thank you for your support with this.

School Lunches

Our new Reception class made a super start to managing the school lunch system last week. As expected lots of parents of pupils in Reception, Year 1 and Year 2 have taken advantage of the continued FREE meals available for all children thanks to the government's 'Universal' offer.

For children in the other classes, paid meals are charged at £2.20 per day and Mrs Clarke remains in charge of coordinating the collection of dinner money. If parents are in receipt of benefits and are entitled to 'Free School Meals' it is important that these are applied for in the usual way so that parents continue to

receive free meals even if government policy changes and can also access free milk. At the same time Eastlea will also receive the funding to which we are entitled.

As is always the case at the start of September, this is a 'bumper' newsletter with three other documents attached which need to be returned by everyone...and six to be returned for Reception and for pupils new to Eastlea!) Rocket points are on offer for your child for a prompt response!!

This is the 'privacy statement' from the Local Authority to explain the data/information that we are asked to collect – see below

Northumberland Local Authority Privacy Notice - Data Protection Act 1998

We **Eastlea Primary School** are a data controller for the purposes of the Data Protection Act. We collect personal information from you and may receive information about you from your previous school and the Learning Records Service. We hold this personal data to:

- Support your learning;
- Monitor and report on your progress;
- Provide appropriate pastoral care, and
- Assess how well we are doing.

Information about you that we hold includes your contact details, national curriculum assessment results, attendance information and personal characteristics such as your ethnic group, any special educational needs you may have and relevant medical information. If you are enrolling for post 14 qualifications the Learning Records Service will give us your unique learner number (ULN) and may also give us details about your learning or qualifications.

We will not give information about you to anyone without your consent unless the law and our policies allow us to.

We are required by law to pass some information about you to our Local Authority (LA) and the Department for Education. If you need more information about how the LA and DfE store and use your information, then please go to the following websites:

<http://www.northumberland.gov.uk/default.aspx?page=10584> or

<http://www.education.gov.uk/researchandstatistics/datatdatam/b00212337/datause>

1. Medical information [for everyone]

If your child has a medical condition it is vital that you complete the attached medical information sheet – even if you feel that we 'already know' about the issue. So many changes can occur with medical information that you will appreciate that we need an annual update.

2. Permission for school visits [for everyone]

The changes in the national curriculum are continuing this year – with all classes now involved. School visits remain an important part of our broad and rich curriculum at Eastlea – and we aim to go 'out and about' as much as possible, as well as taking part in sports events and making links with other schools etc. To help to reduce the number of times we need you to complete permission slips for every individual visit we have attached a consent form which will be used to grant permission for all school visits for this year for which no cost/voluntary contribution is required.

If you grant permission for your child to take part in school visits we will continue to inform you when a visit is due to take place and provide you with the usual letter so that you know where your child is going, what they need and any special arrangements for the day – it will just remove the need for you to send a permission slip back to us. Separate permission slips will still be required for residential visits and for class educational visits for which payment is required.

Food tasting [for everyone]

There are also times when teachers provide opportunities for children to try different foods as part of their class work – for example in relation to their context planning work. As always Eastlea follows the usual food hygiene requirements when doing work of this nature. **If you give permission for your child to taste food as part of their school work this year, this will save the need for separate letters/permission slips during the year.** We will take notice of any allergies which you alert us to and be sensitive to requests if there are certain foods which you do not wish your child to taste for religious or cultural reasons. **If your child has a new diagnosis of a food allergy or medical condition during the year it is very important that you let us know.**

3. School360 Code of Conduct [for everyone]

The School360 code of conduct (which replaces the previous Nortle code of practice) has been updated and should be retained. The permission slip should be completed and returned to school.

4. Information sheet/contact form

As always it is important at the beginning of the new school year to ensure that we have the correct and most up-to-date contact information for your child. **For all children new to Eastlea a copy of the information sheet is attached and we would request a speedy return of these documents.** The contact names/telephone numbers/address details from last year will continue to be used for current pupils. I cannot emphasise strongly enough how important it is for us to have accurate contact information, so **please make sure you inform us if there are any changes to the address/phone number/contact names which we currently have in school.** If the numbers we have are incorrect and we need to contact you in an emergency then this can cause added anxiety for your child as well as the staff trying to deal with the situation.

5. Photographs

Another attachment with this newsletter for new pupils is a consent form linked to taking photographs of children in school or for use in newspaper articles and on websites. Please complete and return the attached permission slip to your child's class teacher. Consent forms for other pupils have been retained and we will follow the permissions you indicated last year unless you inform us otherwise. Thank you!

6. ICT Agreement

If your child is in Reception or is new to Eastlea then the final attachment relates to ICT. The ICT agreement needs to be discussed with your child, signed and returned in order for them to have access to the school network/internet for ICT work in school.

Events planned for this half term

Here is an outline showing the things which are already organised for the first half of the autumn term at Eastlea.

What's on	When and who?
New intake pupils start in Nursery	Monday 7 th or Wednesday 9 th September
Sports Leaders training sessions	Monday 7 th and Friday 18 th September (Year 6 Sports leaders)
Lunchtime 'Professional football coaching'	Tuesday lunchtimes from 8 th September for 6 sessions (Years 3, 4, 5 and 6)
Cycle Tour of Britain event – <i>a letter with further details was sent out yesterday</i>	Wednesday 9 th September (Visit for Year 5 and Year 6; and <u>early pick up at 2.15pm</u> for other year groups)
Lunchtime running club	Thursday lunchtimes from 10 th September (Year 4, Year 5 and Year 6)
Fiddles tuition with Mr Boyle and music lessons with Mrs Smith	Wednesday afternoons from 16 th September (Year 3, Year 4, Year 5 and Year 6 on a rota basis)
After school 'Eastlea Singing club'	Starts Wednesday 16 th September 3.15pm – 4.15pm (Years 3, 4, 5 and 6)
Keeping Children Safe Online workshops for staff and parents	Wednesday 16 th September at Northburn Primary Parent sessions 1.30 – 2.45pm <u>OR</u> 6.30 – 8.00pm [see separate letter/flyer for more details]
Before school Street Dance club	Thursday mornings from 8am from 17 th September (Years 3, 4, 5 and 6)
Author visit at CLV – Curtis Jobling	Thursday 17 th September – morning (Year 6)
<u>Free</u> Bikeability training course	Week beginning Monday 21 st September (Year 5)
Author visit at Eastlea – Eamonn Reilly	Tuesday 22 nd September - afternoon (Reception to Year 5)
Educational visit to Great North Museum (Hancock)	Friday 25 th September – all day (Year 3)
Educational Visit to Bede's World	Monday 28 th September – all day (Year 4)
Rugby festival at CLV Sporting Club	Tuesday 29 th September – morning (Year 4)

What's on	When and who?
Individual and family photographs by H. Tempest	Wednesday 30th September (morning) [more details will be sent nearer the time]
Launch of this year's Reading Challenge	Friday 2nd October [more details will be sent nearer the time]
Harvest introduction led by Revd Steve	Monday 5 th October – morning (assemblies for all classes)
Educational visit to Toby Carvery, Shiremoor	Tuesday 6 th October – morning/lunchtime (Year 6)
Harvest festival	Monday 12th October 2pm in St Nicholas' Church [more details will be sent nearer the time]
Nursery parent appointments	Tuesday 13th October [more details/appointment times will be sent out later]
Multi-skills festival at Blyth Sports Centre	Thursday 15 th October – morning (Year 2 plus 12 Y6 Sports Leaders)
Parent Appointments for Reception to Year 6	Thursday 15th October: 2.30 – 6.30pm [more details/appointment times will be sent out later for parents/carers of all pupils in Reception to Year 6]
Golden Day	Wednesday 21st October (all pupils who have followed our behaviour policy)
Pupils break up for the half term holiday	Wednesday 21 st October
School closed for staff training days	Thursday 22nd and Friday 23rd October
School reopens after the half term holiday	Monday 2 nd November

Holidays

As you know, the national guidelines which altered in September 2013 mean that leave of absence for holidays taken during term time can only be granted by head teachers in exceptional circumstances. Family holidays/absence should therefore wherever possible be taken during the designated school holidays. If you need to take your child out of school during term time it is vital that we know in advance when your child is not going to be in school so a leave of absence form should be completed at least two weeks before the intended absence in the usual way. These are available in the school office. **Failure to notify school will mean that holidays are automatically unauthorised.** There is space on the form to indicate why the absence may be deemed an 'exceptional circumstance' and each case will be considered individually.

We have been well supported by parents in recent years with our common sense policy to this situation and I hope I can rely on your continued support with this matter.

A reminder of the holiday dates for this school year is included below for your reference:

<u>HOLIDAY OR OCCASION OF CLOSURE</u>	<u>DATE ON WHICH SCHOOL WILL CLOSE</u>	<u>DATE ON WHICH SCHOOL WILL REASSEMBLE</u>
October Mid-Term 2015 Staff training Days	Wednesday 21 October 2015 THURSDAY 22 OCTOBER 2015 AND FRIDAY 23 OCTOBER 2015	Monday 2 November 2015
Christmas/New Year 2015/2016 Staff training Day	Friday 18 December 2015 MONDAY 4 JANUARY 2016	Tuesday 5 January 2016
Spring Mid-Term 2016	Friday 12 February 2016	Monday 22 February 2016
Easter 2016 May Day	Thursday 24 March 2016 Monday 2 May 2016	Monday 11 April 2016
Summer Mid-Term 2016 Staff training Day	Friday 27 May 2016 FRIDAY 17 JUNE 2016	Monday 6 June 2016
Summer 2016 Staff training Day	Wednesday 20 July 2016 MONDAY 5 SEPTEMBER 2016	Tuesday 6 September 2016

Parent Governors

In July, two parent governors 'came to the end of their term' as governor as their children left Eastlea. Their support over previous years has been much valued on the governing body and it is important that we now find replacements. If there are any parents who would like to consider the role of parent governor, can they please contact me at school **by Monday 21st September**. Depending on the response, an election may then need to be arranged. If you are unsure what the role entails and would like to discuss it (without any obligation) then please do not hesitate to contact me in school.

Parents E-safety workshop – Wednesday 16th September

As mentioned in the 'what's on list' earlier in the newsletter we are fortunate to have been able to secure a workshop/information session for parents linked to e-safety and how to ensure children are as safe as possible on-line. Further details are included overleaf and we ask that you return the reply slip to indicate if you would like to come to the parents meetings by 14th September. The meetings are taking place at Northburn Primary and will involve parents/carers from several schools in Cramlington. Thank you!

Yours sincerely

E Beeston

Miss E Beeston, Head Teacher

N.B. the attachments to return include...(if any are missing please ask at the school office)

- 1. Medical information*
- 2. Permission for school visits and food tasting*
- 3. School360 Code of Conduct*

Plus...for Reception and new pupils

- 4. Information sheet/Contact form*
- 5. Photograph consent form*
- 6. ICT agreement*

Plus...reply slip for the internet safety parents' session if you wish to attend.