



# Leek County First School



## Spring Newsletter February 2018

Dear Parent/Carer

Welcome back to Leek First School, we hope you all had a wonderful time over the Christmas and New Year period.

**Here are a few reminders for the New Year:**

### **Attendance**

Our school target for attendance is 97%. If your child is absent from school, please ensure you contact the school office by **10.00am** to inform us of the reason for your child's absence. If we receive no contact regarding your child's absence on the day, the office will make further contact to ensure we receive a reason for the absence. If after attempting to contact you we receive no reason for your child's absence it may be classed as an 'unauthorised absence'.

We are also aware that children may need to attend medical appointments, please ensure that you inform the office of any upcoming appointments and where possible provide a copy of any medical letters for your child's file.

**Dinner Money** - The cost of a school dinner is £2.25. The school office will accept either cash or cheque as payment for school dinners. You can pay daily, weekly or in a lump sum payment. The school office will provide you with a weekly update of how much money is left in credit or is outstanding. All dinner money debts must be cleared by 1<sup>st</sup> April. From this date we will be introducing a new dinner money policy - details to follow.

**Money in school** - Please can all money sent into school be put in a clearly labelled envelope/purse, to include the following details; child's name, class, amount and what the money is for, i.e. dinner, milk or school trips/activities. Thank you for your continued support with this.

### **Contact Information**

It is vital that we have all the correct contact information held in the School Office. In case of an accident or incident parents **MUST** be contactable at all times. If you have new details could you please make sure that the office is aware i.e. **change of address** and **telephone numbers**. 'Change of detail' forms are available from the office.

### **Collection Arrangements**

Could we also please ask that if somebody other than yourself will be collecting your child from school, could you please inform the office so we can pass the information onto your child's teacher.

### **Medicines**

We are happy to administer medicine to your child, **only under the circumstances of when this has been prescribed by your Doctor**. The medicine must show the pharmacy label clearly stating the child's name and dosage required. It is imperative that you obtain a form from the office advising us what time and how much of the medicine is required. It would also be helpful if you would complete the section with regards to the anticipated finish date of the medicine.

### **Asthma**

If your child is prescribed an inhaler for asthma or any other medical reason, please notify the school office immediately and **ensure inhalers are sent into school and in date**. We also have a form in school that you will need to complete. This enables us to keep our records accurate and ensures the class teachers are aware of any warning signs and treatment required should your child.

**Head lice** - We have had a number of repeated cases of head lice in school, please ensure you check your child's hair regularly and treat accordingly to help stop incidents of head lice spreading in school.

### **Leek First School Website**

Going forward we will be adding more updates to our website; these will include notifications, school updates, newsletters and other documents. The teachers will also be updating their 'class' section for each term to keep you up to date with what is happening in school. We will endeavour to send a text to notify you of any updates made, but we do ask that all parents check the website on a regular basis for updates.

If you do not have access to the internet, please inform the office and a paper copy can be sent out to you.

**Afterschool Clubs** - We are offering all the clubs listed below free of charge. All clubs take place 3.30pm until 4.30pm. There are no changes in clubs from last term; all children already signed up will still be able to attend. If your child does not already attend but wishes to join, please call in the office for a permission slip.  
**Please note:** If your child is registered to attend an after school club (has a completed consent form) it is assumed that they will be attending. If your child will not be attending a session, please inform the school office of alternative collection arrangements so we can make the teachers aware - this will save any confusion at the end of the day.

<b>Tuesday</b>	Year 1 & Year 2	<b>Multi-skills</b> (variety of games & activities) - <b>All children</b>
<b>Wednesday</b>	Year 3 & Year 4	<b>Sports Club</b> (variety of different sports) - <b>All Children</b>
<b>Thursday</b>	Year 2, Year 3 & Year 4	<b>Sports Club</b> (variety of different sports) - <b>Girls Only</b>

### Sports Update

We would like to say a big well done to the children who participated in the swimming gala at the beginning of January - The children swam really well and returned to school with a lot of 1<sup>st</sup> place medals for their races, along with the trophy for being overall winners in their category of the gala.

### Dates for your diary 2018

'Bake off' (cakes bought into school)	Thursday 15 <sup>th</sup> February
P.A.T.C.H Afternoon Tea	Thursday 15 <sup>th</sup> February (3-4pm)
<b>Holiday - School Closed</b>	<b>Monday 19 February - Friday 23<sup>rd</sup> February</b>
<b>School Opens for Children</b>	<b>Monday 26<sup>th</sup> February</b>
Year 1 + Year 2 singing at the Victoria Hall	Tuesday 6 <sup>th</sup> March
Tempest photography - Class photos	Tuesday 13 <sup>th</sup> March, <b><u>(No individual photos will be taken on this day)</u></b>
Non Uniform day	Thursday 15 <sup>th</sup> March ( <b>Chocolate Donations</b> )
P.A.T.C.H. Chocolate Bingo	Friday 16 <sup>th</sup> March (6-8pm)
Scholastic Book Fair	Monday 19 <sup>th</sup> March - Monday 26 <sup>th</sup> March
<b>Easter Holiday - School closed</b>	<b>Friday 30<sup>th</sup> March - Wednesday 11<sup>th</sup> April</b>
<b>Inset Days (School closed for children)</b>	<b>Thursday 12<sup>th</sup> &amp; Friday 13<sup>th</sup> April</b>
<b>Term starts - (School opens for children)</b>	<b>Monday 16<sup>th</sup> April</b>
Year 4 Standon Bowers Residential Visit	Wednesday 2 <sup>nd</sup> May - Friday 4 <sup>th</sup> May
<b>May Day (school closed for children)</b>	<b>Monday 7<sup>th</sup> May</b>
<b>Holiday - School closed</b>	<b>Monday 28<sup>th</sup> May - Friday 1<sup>st</sup> June</b>
<b>School opens for children</b>	<b>Monday 4<sup>th</sup> June</b>