### Head Teacher

Mr Andrew Russell

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#### 14 November 2016

Dear Parents



#### Mrs Mould

Congratulations to Mrs Mould and her husband on the arrival of their daughter Harriet Marie. It was nice to see them both in school last week; mum and baby are doing well.





The children and staff from school held the annual Remembrance Service in the school hall. We were joined by Reverend Gardiner, Mr Nicholson (from the Landing Craft Association) and his wife. The children were outstanding during the whole service, showing respect for the people that fought for our country. Well done to all.

Also thank you to George Hirst an ex pupil who joined us to play the Last Post and Reveille.



#### School Book Fair and Competition

We will be holding a Book Fair in the school hall at 3.30 pm until 4.00 pm on the following dates:



Tuesday 22 November Wednesday 23 November Thursday 24 November Friday 25 November



There will be a competition for the children:

EYFS and KS1- to draw their favourite book character KS2- to draw and describe their favourite book character



The best entrant in each class will win a £5 voucher to spend at the Book Fair. Entries should be returned by Monday 21 November.

This year the school will receive a free book for every one sold.



# **Photographs**

Please can you make sure that all photograph orders are returned to school by **Friday**18<sup>th</sup> November.



Achieving Excellence Together

## Office and Letters Procedure

As you may be aware we have restructured our office staff. Mrs Oswald is working in the morning and Mrs Dennison in the afternoon.

We have noticed that in a morning the number of parents handing in letters and money has increased so much so that it has become a safety issue. The main entrance of school needs to be clear, allowing children who may be late to enter, and the admin staff need to be able to speak to parents/staff about children's absences, which is their first priority. After consideration we have set the following new procedures for newsletters/letters and the returning of reply slips and money to school that needs to be followed:

- a. The school will email a copy of any letter to you and a hard copy will be available from the letter stand in the foyer.
- b. If the letter requires a reply, with or without money then a hard copy will be given to your child as well as an email sent.
- c. There are two ways of giving consent/paying:
  - 1. By returning the reply slip, if money is required it must be in an <u>envelope</u> clearly named. This should be given to your child's teacher to be placed in the class boxes in the classroom.
  - 2. Paying via ParentPay, you give consent when paying for the event.

The office for security reasons does not hold any money so please ensure you have the correct amount in the envelope.

These are clear procedures that allow the office staff to ensure all children are in school safely at the beginning of the day and parents receive letters. Thank you for your co-operation.

# Parking

As the nights are getting darker earlier in the winter we find that there is an increase in cars around school. Please can you park considerately in the area. We received the following message from North Yorkshire regarding parking around school.

"If you are dropping off or picking up your child from school please can you bear in mind where you are parking. There have been numerous complaints from residents who are being blocked in on their driveway and being obstructed by vehicles from leaving their property at school times. PCSO'S will be monitoring the situation, obtaining vehicle registrations and follow up enquiries conducted which may lead to prosecutions/issuing of fines for willful obstruction of the highway. Please be aware of and adhere to safe parking and unnecessary obstruction at school drop off and collection times."

Please ensure you park safely when picking up your child.



















Thank you to all the parents who attended the recent parents' evenings at school.	It is
great to have feedback from so many of you through the staff about the school.	As a
staff we always welcome comments.	

Kind Regards

Andrew Russell Headteacher