



Sheepscombe Primary School
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Interim Head teacher: Mr Rob Gardner BSc (Hons) PGCE, NPQH

Monday 1st September

Dear Parents,

The staff team and I hope that you have had a wonderful summer holiday. We are really looking forward to seeing you all again and to the term ahead, as well as welcoming our new children and families to school.

This letter contains some information about the term and school day generally but we will also keep you up to date with information as the term progresses.

In this first week of term you will also receive a housekeeping letter and the term's planning overview from your class teachers. Amongst other things, these will outline the class schedules and how reading books will be changed.

I'd like to take this opportunity to welcome our three new members of staff. Miss Melissa Mayer who will teach in Kestrel class, Miss Megan Barnes who will work primarily in Kestrel class as our new teaching assistant and Miss Emily Dicker who will be teaching alongside Mrs Curzon in our year 1 and 2 Merlin class. As you know, Mr Dangerfield is our School Business Manager and will be in the office after Breakfast club from 8.30 a.m each day, or you can contact him during the day in person, via the admin@sheepscombe.gloucs.sch.uk address or by telephone. Following DfE guidance I am phasing out the head@ email but you are able to contact me on rgardner@sheepscombe.gloucs.sch.uk

Term start date

Term begins for all children this Wednesday 3rd September. Staff have two inset days today and tomorrow, so if you do need to speak to someone before school starts do get in touch.

School day timings

Please note that school starts promptly at 8.45 a.m for children in Reception upwards. Children may be dropped at school any time from 8.30 straight into classrooms where class staff will welcome them. The morning register is taken at 8.45 a.m and lessons begin shortly after this. When the doors to the classroom are closed you will need to take your child to the office to register and Mr Dangerfield will take your child to class. This is to minimise disruption the start of the day for the other children, as lessons may already have begun. Therefore, if you want to do the handover to teaching staff directly it is better for everyone that you arrive at or before 8.45 a.m.



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Our preference is for drop off to be directly to classes rather than to the school office; this will also avoid your child being marked as arriving late on the registers.

Pick up time for all children remains 3.15 p.m, unless your child is staying for one of our after school clubs, which run to 4.15 p.m each day.

Breakfast club runs as usual 5 days a week from 8.00 a.m for those needing an earlier drop off (more details below).

Breakfast club

Breakfast club is available in the conservatory from 8.00 a.m every day of the week, starting on the first day of term. If you would like to book a place at breakfast club for one or more days then please contact Mr Dangerfield via the office in person, via the admin@sheepscombe.gloucs.sch.uk address or by telephone. The cost for Breakfast club is £2.50 per day. Mr Dangerfield will invoice you through Parent Pay. Children can attend breakfast club on a regular or an occasional basis, and if you need a place in a hurry and don't have time to contact Mr Dangerfield then by all means bring them in. Please can we ask that you see a member of the breakfast club team at drop off so that we all know that your child has arrived safely with us, unless you have made previous arrangements with us to say they are arriving independently.

After school clubs

After school clubs will begin on the first day of term and run every day until 4.15 p.m. Clubs for week 1 will be stay and play, apart from our Thursday sewing club. (Sewing club is our only parentally paid club and further details of this will be sent out separately. Our themed clubs will start next week and separate information will be sent out about these but please note that the KS2 drama club will be changing to Monday after school. After school clubs are free of charge, other than sewing club with Ali Heath. More details to follow.

Meeting with teachers/school staff

Teachers/staff will be available at the end of the school day should you need a quick chat about anything. Sometimes they can pop out in the morning too if you need to pass anything on first thing before 8.45 a.m, or to help settle your child at the point of transition. Longer meetings in the mornings are more tricky, as class staff need to be available to arriving children. Alternatively, speak with Mr Dangerfield and he will pass any urgent messages on for you. As usual, parents are unable to come into the school buildings at morning drop off, unless for a pre-arranged meeting. If your child is anxious for any reason about coming into the building, just let someone know and we will come to you to help. If your child is anxious at drop off we are happy to receive or make calls to you later to give feedback how they are doing.

Forest School

Forest School will continue fortnightly for all children on Thursdays, starting on Thursday 11th September for Kestrel and Eagle classes. KS2 children will need a packed lunch from home on this day. On KS1 weeks we will eat in school before leaving. Merlin's first Forest School will be Thursday 18th September. Years 1



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and 2 will be off site with the EYFS class staying on site. Children do not need to wear school uniform on their Forest School day – they can wear suitable outdoor clothes and bring shoes or boots suitable for woodland walking to change into at school. Wellies are suitable as the weather gets wetter. Please make sure that your child wears long trousers and not shorts to Forest School for their own protection. As the weather gets colder they will need warm coats, hats and gloves and must have coats which will protect them from the rain.

School Uniform

Please send your child to school each day wearing full school uniform. This comprises school trousers or school shorts (black, grey or navy), white or navy polo shirts, blue check school summer dresses or blue check school summer shorts sets. A Sheepscombe School sweatshirt or a navy or grey cardigan for when the weather is cooler. Cycling type shorts or leggings in similar colours can be worn under dresses if required. Please refrain from sending your child in other alternative colours. We have plenty of non-uniform days where children can come in their own clothes. If you are in need of uniform the FOSS team has lots of pre-loved uniform available for very reasonable prices.

P.E

Every Tuesday children can wear their PE kit to school all day. This should be black, grey or navy shorts, joggers or leggings, a white or navy t shirt and their school jumper or a plain black, navy, blue, or grey hoodie is also acceptable. On Fridays children will just need their trainers and should wear school uniform. Each class will have a short PE session on a Friday afternoon at school led by school staff. Tuesday PE is led by Atlas Sports and Class staff together.

Theme plans

Our whole school theme for the Autumn Term is 'One Small Step'. Staff have been busy planning already and will let you know at the start of term how they will cover curriculum with this theme title in each class and how this links to the National Curriculum or Early Years Framework. We have a trip planned to Aerospace Bristol museum on Monday 10th November. More details nearer the time.

School lunches

Our school kitchen is open as usual from the first day of term, the menu continues from last term until the end of term 1. If you want to check or alter your menu choices for your child please see Mr Dangerfield.

Water bottles

Please ensure that your child brings a water bottle into school each day. Staff are happy to refill it during the day. We have very limited spare bottles in school so please check your child has their water bottle when you leave home each day. Many thanks.

Parents' evenings

We will hold our usual parents' evenings at the end of September/start of October so you can meet with teachers and see how your child has settled in to their new year group. More information will follow shortly. Governors and I will also be available to talk with parents informally on these days and to answer any questions you have.



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Celebration assemblies

Celebration assemblies will continue every Friday morning, starting on the second week of term at 9.00 a.m in Eagle classroom. Parents/Grandparents/families are welcome to attend this assembly. Children should come into school as usual and once settled in assembly we will invite you in. At the first assembly the Reception children will receive their special 'Welcome to School' Sheepscombe teddy bear.

Playground Rules

Just a reminder of the rules for children playing in the playground under parent supervision after school. While it is lovely for parents and children to socialise in the playground, particularly in the last precious sunny days of summer, we would like to make sure you are fully aware of the expectations which the children follow in school. We ask that you ensure that children follow the same safe behaviour requested during playtimes. In particular they are asked not to climb on the stone wall which runs along the footpath in the playground as this is part of our neighbour's property. Children are asked not to play in the space down the side of the Merlin building and we also ask that they don't climb so they are standing on the top most part of the play area. We appreciate your support with this.

Reception children phased entry

For new Reception children please see your information pack (given out last term) about phased transition arrangements. As a reminder, children can start full time or part time during this transition period – more details are in your booklet, or speak to class teachers. If you are picking up early please come to the school office and we will come with you to the classroom to fetch your child or we can ring up to the classroom to tell staff you are here.

There will be lots more information to share in the coming weeks, but hopefully this letter will answer some of the questions you may have ahead of the start of term. We look forward to seeing you and your children very soon. We are always here to help, so please do ask if you have any questions at all.

Kind regards,

Rob Gardner and the Staff team



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