

The Priory Catholic Voluntary Academy



Newsletter September 2024

Celebration Assemblies: Throughout the year, Celebration Assemblies will take place from 1pm each Friday.

Catholic Life

Dear Parents, may I take this opportunity to welcome you back to school. I hope that you all had a lovely summer break. Now the children are settled back into school, we are encouraging them to take the responsibility for coming into school (through the green gate) each morning on their own – thank you for supporting your children in this aspect of their schooling which in turn leads to greater independence. Do not feel that you are not allowed to come down the drive in the morning time – the office is open should you need support from our Office Team.

Weekend Mass: Our Lady of Good Counsel Eastwood – Sundays 11am (streamed).

Virtue to live by: **Working Together** (as Jesus' disciples). This half term we are reinforcing the virtuous learning characteristic of working together. In terms of our Christianity and mission, this means developing our roles as Jesus' disciples.

Discipleship: Being helpful and of service to the entire family of humankind. This can also be called beneficence, which means helping the greater community for the common good. In Catholic social teaching, a well-rounded person is someone who gives of herself/himself and recognizes the needs of the greater community – also known as Missionary Discipleship. In the history of Christianity, Discipleship has taken place most effectively when two or more disciples have been working together to do the will of God. Our statements and links to the Bible are as follows:

Monday 9th September: **Together, we make rules to serve the community and to keep us safe** – linked to “The ten commandments” (Exodus 20: 1-20)

Monday 16th September: **Working together, we care and look out for people in need** – linked to “the healing a deaf and dumb man” (Mark 7: 31-37)

Monday 23rd September: **Working together, we can work as a team and not be jealous** linked to “the disciples become jealous of each other wanting to be Jesus' favourite” (Mark 9:30-37)

Monday 30th September: **Working together, we can work as a team and not be jealous** linked to “the disciples become jealous of other people doing Jesus' work.” (Mark 9:38-48)

Please do discuss these statements this term and help your child re-cap on the learning that has taken place in school about Discipleship and Working Together. Also, discuss ways in which you can work together at home in order to have rules, boundaries and systems in place to help the family home run more smoothly.

Staffing changes: This year we welcome new members of staff to the team. Hayley Bond joins us as a midday supervisor – although she is already part of the team as she works at the school as a cleaner. Moving the other way, Rachael Naylor now leaves us as a midday supervisor but continues to clean the school – employed by a separate company. In addition, Nena Hare works in our breakfast club, and in addition, she assists with swimming for years 3 and 4 as well as helping at lunchtimes. Danielle Pierrepont (our school cook) is now joined by Elena Greco – who assists in the kitchen.

We continue to work with our local Teacher Training Organisations as in Year 2 Emily Thompson joins us until April as she undertakes a PGCE course.

Furthermore, Eleanor Thompson is working with Year 6 and Lottie Kelvey is working in Year 4 as they are in their second year of their teacher training course.

We wish all our new starters well – I am sure they will settle into school very quickly with the help of our school community.

Finally, it is with great sadness that we said goodbye to Jayne Davis who has retired from her role of midday supervisor – after over twenty years of working for the good of our pupils at lunchtimes. A presentation was made to Jayne after our school's New Academic Year Mass last Wednesday. We wish Jayne well in the future and remember her in our prayers as she now turns all her energy and attention into looking after her husband and family.

Parent Helpers: I trust you all had a lovely summer break having fun with your children. As we welcome you back to school, I do so with a request for any of our parents who feel that they could give some time, volunteering to help with tasks such as: listening to children read; undertaking spelling and phonics activities, as well as helping to display children's work. Anything you would be asked to do would be guided by the children's Classteacher and by Mrs Smith who will also initially spend time with you undergoing a programme of induction. If you feel that you could lend support for the school in this way, please contact Mrs Smith via the school office. A big thank you to all our volunteers currently supporting our pupils in this way!

The Priory Toddler Group: A reminder that the group continues to meet every Tuesday morning from 9.15 - 11.15am and is open to anybody who has children from new-borns to pre-school. Debbie Lane, Shelly Dunleavy and Gemma Charlesworth-Hazard are looking forward to receiving new children, so please spread the word if you know of anybody locally who you think would benefit from this super provision. My sincere thanks to Debbie, Shelly and Gemma and others who help occasionally in order to keep this super provision in existence.

Morning Procedures:

Children in Years 5 and 6 (**and their siblings**) are collected by class teachers at 8.35am; they line up on the drive from 8.30am – please do not send pupils to school before this time unless they are going into breakfast club. Breakfast club closes at 8.15am.

Children in Years 3 and 4 (**and their siblings**) are sent from the drive to go and line up on the Key Stage 2 playground a few minutes before 8.40am. Year 3 and Year 4 children are then met by class teachers and taken straight into class. Younger siblings stay on the playground where they are supervised by an adult.

Children in Years 1 and 2 walk from the top of the drive at 8.40am and line up on the school drive from where they are led onto the playground by an adult. They are sat in their classroom by 8.45am.

Children in Reception follow on from Years 1 and 2 at just after 8.45am and are lined up ready to go into class just before 8.50am.

For safety reasons, you may have noticed that one main gate is closed each morning (8.30-9.00am) and each afternoon (2.55-3.25pm) to stop the flow of traffic at these busy times. We thank you for helping us adhere to these procedures, as in doing so, you share in helping us to keep all pupils safe at our school.

As the children are settling back into school, we also encourage them to take the responsibility of handing all forms and letters to their class teacher at registration. We thank you for supporting your children in this aspect of their schooling which in turn leads to greater independence.

Please note, if it is too hot or pouring down with rain, all pupils will enter school through the main entrance.

Pupils entering and leaving outside of official times: All pupils arriving after 8.50am will enter the school by the main door. These pupils, arriving after the gates have been closed, need to be checked in by office personnel. Pupils leaving the school during the day for appointments, will need to be signed out (and in) using the signing in and out book. Parents and carers must sign this book giving the reason for their child leaving before the pupil is let through the electronic security door. Parents/carers **must also provide evidence of appointments**; either hard (letter) copies, or on their phone.

All parents who enter the school building should always enter via the main door (and not via playground doors) and report to the office personnel who will: take a message; run an errand; or make an appointment for them to meet with relevant members of staff. These practices ensure security procedures are being followed in the interests of the smooth management and safety of the site.

End of school procedures: The school day ends at 3.15pm. Reception pupils are collected from outside their classroom at 3.05pm. KS1 pupils go out to the playground to be collected at 3.10pm and KS2 pupils leave at 3.15pm.

All pupils are supervised at the end of each day until they are collected from the playground. Members of staff are available in the playground at the end of the day to meet with parents as the need arises. Please ensure pupils and younger children who are not yet at school do not play on the school grounds.

For your ease of mind, children who are not collected on time at the end of the day, are taken to the entrance foyer to wait with an adult until you arrive. If this wait will be lengthy, the child is admitted into the after-school club until he or she is collected. We understand there might be times when you are running late.

At home time, please come round to the Key Stage 2 playground to collect your son or daughter. This is the most appropriate time to see your child's class teacher if you wish to pass on a message or have other concerns. All teachers are only too happy to see you and chat at the end of the school day – if this is not convenient for you, then please contact your child's Classteacher via the school office or directly via class do-jo to arrange an appointment.

Teachers are very busy setting up for the school day in the morning so are unavailable to speak to you then, however, the office staff are on hand to send notes and messages to your child's Classteacher.

Free School Meals: We were recently approached by parents who did not realise that they qualified for their children to receive free school meals. Children who do are eligible for the Pupil Premium. If you would like to know more information about whether you are eligible, then please contact the school office personnel, or Mrs Helen Smith; they are always on hand to help. Indeed, you can also just follow the link to the Nottinghamshire County Council help page:

www.nottinghamshire.gov.uk/education/school-meals/free-school-meals-and-milk

Safeguarding our Children: In accordance with our Safeguarding Policy, from time to time we may need to make a referral to Children & Young People Services at Nottinghamshire County Council. The school's Designated Safeguarding Leads are Mrs Smith (Family Liaison Lead) Mr Harrison (Headteacher) Mrs Grimes (Deputy Headteacher) and Mrs Symonds (SENDCO). You can contact our DSL team at ANY TIME by emailing directly to: Safeguarding@pri.srscmat.co.uk Your concerns and correspondence will be treated in the strictest confidence. Our safeguarding policy can be accessed on the school website or by following this link:

<https://www.theprioryeastwood.srscmat.co.uk/wp-content/uploads/sites/28/2024/07/Safeguarding-and-Child-Protection-Policy-SRS-PRI-V3-2024-2025.pdf>

Breakfast Club: Breakfast club runs every day from 7.30am. The cost of this provision is £5.00 per child, per day, which includes breakfast and activities to undertake. All children are welcome to attend and there is no need to pre book. Children who are in receipt of the Pupil Premium (including Armed Forces children) will be charged 50% for our wrap around care provision.

After School Clubs: We've had a wonderful response to the after-school clubs again this term and I hope all the children have enjoyed the clubs that have been on offer. The cost of the clubs is £5.00 – and these run after school between 3.15 and 4.30pm. Children who are in receipt of the Pupil Premium (including Armed Forces children) will be charged £2.50 (50%) for all our wrap around care provision.

After School Wrap Around Care: For parents and carers who use our wrap-around provision after 4.30pm (those who come from working late or from far away) the cost of the last session of the day is also £5.00 per child, per day. Again, children who are in receipt of the Pupil Premium (including Armed Forces children) will be charged £2.50 (50%) for all our wrap around care provision. This group of pupils also receive a snack between 4.45 and 5.00pm – consisting of sandwiches, fruit, biscuits and a drink.

Eastwood Food Bank: Please do send tinned and dried food into school as we continue to collect it in the main entrance. We wish for upper Key Stage 2 pupils to visit the Eastwood Food Bank before half-term. Thank you for your much needed generosity.

Mobile Phones: I ask you to make sure your children are aware of the appropriate usage of mobile phones and how to stay safe using texts, photos and social media in general. Keeping our children safe is of paramount importance. When at school, the few upper Key Stage 2 pupils who bring phones (agreed with me), hand their phones into the school office each day for safe keeping. Otherwise, mobile phones are not allowed for pupils at school.

School Uniform: Parents must ensure that their children adhere to the correct school dress and acceptable hairstyles. Any transgression in dress code will be brought to the attention of the Headteacher or another member of the School's Leadership Team who will then investigate to ascertain what next steps should be taken by the school. The school's policy is on the website and can be accessed here: <https://www.theprioryeastwood.srscmat.co.uk/parents/school-uniform/>

Sandwiches and snacks: We ask that you send only healthy meals and snacks for your children to eat in school. Also only send snacks that do not contain any nuts, as some of our children have serious nut allergies. Finally, if sending sweets for birthdays, teachers will give sweets out only at the end of the day with the instruction that pupils are only allowed to eat sweets when you have given them permission to do so – I know some parents do not like their children to receive sweets at school and other parents do not mind. Again, some children have allergies or have a reaction to certain sweets.

Parking: I regularly receive phone calls from concerned residents on Raglan Street and beyond with reports of cars being parked directly opposite our neighbours' driveways. Moving cars as well as cars parking opposite drives, including the school drive, also causes us concern. Our concern is that driving and parking habits may one day cause a person to be hit. Could I ask you to please park more considerately, and if possible, park at the co-op (where people can park having 2 hours for free), in the church, or on roads away from school. Thank you for your cooperation in this important matter.

Parents' & Carers' Consultations: These will take place in the hall on Wednesday 23rd and Thursday 24th October (running from 3.30-5.30pm). The after-school provision will run as normal until 6pm (with the shorter session and club activity still in place for children who stay up until 4.45pm). Children who are not part of the club but have come along with you for your appointment must stay with you in the hall – they are not allowed to play outside or with the children in the Wrap-Around Care Club. I thank you for your support in this.

2024-2025 Priory Academy Term Dates

September 2024 to July 2025

Autumn/Advent

Term 1: Monday 2nd September 2024 to Friday 25th October 2024
Administration Day on Monday 02/09/22

Term 2: Monday 4th November 2024 to Friday 20th December 2024
Inset Day on Friday 29/11/24.
Pupils break up on Wednesday 18/12/24
Inset Days on Thursday 19th and Friday 20th December 2024

Spring/Lent

Term 3: Monday 6th January 2025 to Friday 14th February 2025

Term 4: Monday 24th February 2025 to Friday 4th April 2025
Inset Day on Monday 24/02/25
Pupils return on Tuesday 25th February 2025

Summer/Pentecost

Term 5: Tuesday 22nd April 2025 to Friday 23rd May 2025

Term 6: Monday 2nd June 2025 to Tuesday 22nd July 2025
Pupils break up on our Leavers' Day: Tuesday 22/07/25

This equates to 195 days with the one administration day and five inset days as set out in the calendar which can be found on the school website.

Hard copies can be obtained from the school office if you prefer to see the school calendar visually and you like to pin it up at home.

We set our Inset Days next to term breaks to try to help families in being able to spend more quality time together.

Home/School Communication Procedures: Communication between home and school is vital to good communications and for the wellbeing of pupils, parents, carers, and staff. Two years ago, a policy was drawn up and put in place to ensure communication between home and school is – and remains productive. These procedures form the school’s policy and set out how communication will be managed.

In addition to parents’ evenings, school events, etc., there may be occasions when parents or carers wish to communicate with the school directly with questions or information related to their child.

To make sure that this is effective these principles will be applied.

If an emergency arises, it is important that you contact us as soon as possible and explain what has or is happening.

Our commitment as a school

We will:

- ensure that there is regular, proactive communication about your child’s achievement and wellbeing
- respond to emails, phone calls or requests for meetings usually within three working days
- if there is an urgent matter, school office personnel will ask an appropriate member of staff to deal with the issue as soon as possible
- display polite, professional conduct at all times
- acknowledge receipt of an email – and confirm that a fuller response will be sent within three working days.

Our expectations of parents and carers

You will:

- ensure that any communication with the school, whether by email or telephone, is polite and respectful
- make use of information channels in place, such as the school website, for keeping up to date with routine information
- give an outline of what the issue is, to make sure the query is directed to the right person
- ensure your emails are brief and clear
- refrain from sending multiple emails regarding the same query
- limit the number of people you send an email about a query
- understand that a teacher or member of staff may be unable to respond on the same day on which a query is made

- understand that teachers or other school staff will not respond outside of school hours, i.e., evenings (after 5pm) and weekends. They will endeavour to respond within three working days
- not use direct staff email addresses as these will not be responded to unless a prior arrangement has been made and agreed
- use the school mailbox or main reception telephone number as first point of contact (the school will forward your request to the appropriate staff member).

When meetings take place:

No offensive language, insults or personal attacks on school staff will be tolerated. If any such incidents occur during meetings of any kind, the meeting can be terminated with immediate effect.

No meetings or conversations shall be recorded without the knowledge and consent of all parties to the meeting.

The constraints on school resources make it essential that parents and carers use authorised school procedures to avoid diverting time and attention that must be invested directly in pupils’ learning and wellbeing.

Please note that unreasonable, abusive or offensive communication is unacceptable, and the school reserves the right to address any such problems as they feel are appropriate. This can include restricting correspondence to a specified email address, using a single person as a point of contact or using hard copy post and/or by placing restrictions on phone calls. Parents and carers have an implied licence to enter a school site, in cases where behaviour is inappropriate, threatening or argumentative, this licence can be revoked.

If a response has been given to a query, unless matters change, further responses will not be sent.

Our aim is to ensure that all communications and discussions about pupils and their families are positive and move matters forward in a mutually respectful manner.

We thank our parents and carers in advance for adhering to this policy.

Food for thought:

“Coming together is a beginning.

Keeping together is progress.

Working together is success.” – **Henry Ford, founder of the Ford Motor Company.**

**God Bless,
Anthony Harrison**