



NOOK LANE JUNIOR SCHOOL
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Headteacher: Mr S. Arbon-Davis;

Deputy Headteacher: Mr J. Chadbourne Assistant Headteacher: Ms D Wilkinson

Dear parents, carers and families,

On behalf of everyone at Nook Lane I am delighted to welcome you all back after the summer break for the new academic year.

I am sure that the children have been looking forward to moving into their new classes. Much work has been done over the summer by staff in school and out of school in readiness for the start of term. The children appear to have settled exceptionally well today in their new classes; our new starters in Year 3 seem to be very happy in their new school.

I have a few notices and reminders to share with you all:

SCHOOL TIMETABLE

We have made a few changes to the school timetable this year. As I mentioned in my letter to parents towards the end of last summer, we are no longer setting in maths, so essentially, children will be taught by their regular class teacher for maths. We have made some additional changes to the school day concerning when certain lessons are taught, which we believe will optimise children's learning. As a result, we will no longer be holding fortnightly Sparkle and Shine assemblies in the form that we have been accustomed to in the last few years. Instead we will have an opportunity on Mondays at midday to celebrate children's achievements in a shorter assembly, where children will be given a certificate to showcase their success (with an emphasis on core values and their learning, especially reading).

UNIFORM

We would like to see all children wear their school uniform with pride every day and we would really appreciate your support in ensuring that the children wear their uniform for all of their time in school (except of course for arranged non-uniform type events). We will have five deadlines over the course of the academic year for ordering uniform:

Friday 29th September 2017

Friday 23rd December 2017

Thursday 15th February 2018

Thursday 29th March 2018

Friday 22nd June 2018

ATTENDANCE

Our whole school attendance target is 97%. Any children with less than 90% attendance are considered by the local authority to be persistently absent. We would

like to remind parents and carers that requests for leave will only be authorised in exceptional circumstances. Along with other schools in the area we are required to inform the local authority of situations where children have unauthorised absences of five consecutive days or more. When this is the case, it is likely that a penalty fine will be issued by the local authority.

MOBILE PHONE POLICY

Just to remind you that children must not use mobile phones during the school day or whilst on the school grounds. We have also introduced a new mobile phone policy this academic year for staff, volunteers and parent helpers. It is particularly important for parents/carers to be aware of this when they are helping in class or assisting on educational visits. Please see the attached policy.

MORNING SNACKS

We would like to remind parents and carers that the morning snack that children bring should be a healthy one – fresh fruit or vegetables (not breakfast bars please). Towards the end of last year some children were starting to bring in more unhealthy alternatives such as crisps, so we just want to make this clear as we start a new academic year. Again, we would appreciate your support with this.

SCHOOL LUNCHES

It is perhaps worth reminding new parents or pupils again that school meals are not free for junior-aged children. The cost for lunches is £10 per week (£8 for this week and for the last week of this half term due to training days) or £76 for this half term. If you are paying on a weekly basis, please ensure that payment is made on Mondays. Lunches can be paid for with cash or by cheques made payable to Sheffield City Council. Please also remember that children need to book school meals or bring packed lunches on a week-by-week basis and not on a day-by-day arrangement. Please note that the first week of term begins on Week 2 on the lunch menu.

MILK

If you would like your child or children to have milk we can still take orders for this term until the end of this week. The cost of milk for the full autumn term is £12.41. Milk can be paid for with cash or by cheques made payable to Sheffield City Council.

ADMINISTRATION OF MEDICINES

If a pupil has to take any type of medicine during school hours (short term or long term) then a specific form (available in the school office) has to be completed and signed by a parent, a member of staff responsible for administering medicines (Mrs Kennedy and Mrs Quick) and myself. On no account should children have any form of medication on their person.

AFTER-SCHOOL CLUB CANCELLATIONS

Cancellations for after-school club bookings need to be made with 24 hours' notice, otherwise unfortunately, a charge will be made.

COMMUNICATION WITH PARENTS AND FAMILIES

At Nook Lane we try our best to contact parents and families quickly when we need to and to respond as swiftly as we can when there is a concern or query. Please be aware that the whole Nook Lane staff team meet immediately after school every Thursday until around 5 o'clock for Professional Development Meetings. Therefore, on Thursdays we may not be able to respond to phone calls as quickly as on other evenings (unless there is a genuine emergency) but we will endeavour to respond as soon as staff become available.

OFFICE MESSAGES

Sometimes our office staff are contacted over the phone by parents to take messages for children. Please be aware that as only one member of staff is available at times (particularly in the afternoons) in a very busy office, getting messages to pupils is not always possible, so please only ask if it is an emergency. Thank you.

WHOLE-SCHOOL STAFF TRAINING DAYS

There are four remaining training days (of the allotted five) for this academic year:

Friday October 27th 2017
Friday February 16th 2018
Monday July 23rd 2018
Tuesday July 24th 2018

Thank you.

Yours sincerely,

Steven Arbon-Davis