



# Rugby Free

Primary School

Newsletter 1

Friday 9<sup>th</sup>

September 2016

## Welcome to our children and families.

I wish to extend a very warm welcome to all our children and their families who have either returned to RFPS after the summer holiday or joined our school this year. It is lovely to see so many new children and as always, I feel very privileged to be part of this special school community. We have lots of exciting things planned for the year and are looking forward to sharing another very successful year of learning at RFPS.

My door is always open, if any of you have not yet met me or would like to chat to me about anything at all, please do feel free to get in touch. I will be out at the gate most mornings and am always happy to speak to you or you can always make an appointment to see me via the school office so do get in touch if you have any worries at all. *Miss Milewski.*



## Welcome to our new staff.

Welcome to Mrs Styles, Miss Gregory, Miss Dogan and Miss Tyler who have joined Miss Samra and Miss Pohl on our teaching staff team. Welcome to Miss Brown who has joined Mrs Pratt on our teaching assistant team. Welcome to Mrs Bull and Miss Winton who will manage our school office, admin and finances. Welcome back to Miss McKenna and Mr Shaw, our Game On Staff, to Mr Watson and Mrs Leadbetter our caretaker and cleaner and to Mrs Henderson, our school cook. We are delighted to have such a wonderful school team on board to support Miss Milewski and Miss Butters in leading the school and ensuring our children get the very best possible education.

## Our School Website.

We use our school website as a tool for communicating with both current and prospective parents and also for sharing our successes as a school. Many of our policies, approaches and lots of key information is on our school website alongside the statutory information we need to publish and many, many photographs of our children enjoying their learning. There is a specific section for parents which has information on it which we think you will find useful. The rolling news ticker at the top is used as a message board so if there is a key message or reminder for that day or week this will appear here e.g. if we ever had to close school due to snow it would appear here. We also post our latest news which you can find on the right hand side of the website and reports on the latest happenings at our school alongside our latest newsletter. Please do take a look at our school website and feel free to give us any feedback on how to improve this for parents as we are constantly trying to make these even better.

## School Times

Please ensure your child is on time for school. Our school times are as below:

- 7.30am. Breakfast Club starts
- 8.40am. Classroom Time begins
- 8.50am. Registration
- 3.20pm. School Finishes
- 4.30pm. After School Clubs End
- 6pm. Care Club Finishes



## School Uniform.

We are very proud of RFPS and we encourage our children to be proud of their school. We insist on our children wearing full school uniform at all times. They will need to wear their blazers to and from school please and ensure they are in school every day as, although they do not wear them at all times, they wear them for assemblies and at particular times and it is important they always have these with them. Children must wear their winter uniform for the Autumn and Spring Term, they may wear our summer uniform in the Summer Term only. We thank you in advance for your support on this. If you require any additional school uniform items, please speak to the school office.

Also, if any of our Year One children have any school uniform from last year which children have grown out of, we would really appreciate having these in school for spares, please hand them in at the school office, thank you.

## P.E. Kit.

Each child needs an RFPS P.E. Kit Bag. Acting upon feedback from parents, we have bought larger ones this year so that they will fit both the children's indoor and outdoor kits in. Please could you ensure your child has an RFPS bag which is named and has in it: Black pumps, Black Shorts, RFPS White Polo Shirt, Black or Navy tracksuit and Black or White trainers. We will keep these kits in school and will send them home periodically for washing. P.E. is a key part of our curriculum and children will not be able to participate without the correct kit in school, so we would appreciate your support in ensuring they have all their kit in school.



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## Water Bottles

Please can parents ensure their child brings a named and filled water bottle every day. This will be sent home at the end of the day to be washed and refilled. Please make sure these bottles contain **water only** please.

## Enrichment Activities before and after school.

Thank you to all those parents who have already booked for their child to attend before or after school clubs this term. We apologise to any children who did not get their first choice. Parent who have not yet paid should have received an invoice now for the half term ahead. We would ask that any money which has not been paid as of yet is paid by the end of Monday 12<sup>th</sup> September as we have a waiting list for after school clubs so will have no option other than to offer any unpaid places to children on the waiting list. After School Clubs need to be booked and paid for half a term in advance. We would prefer Breakfast Club and Care Club to be also, however we are happy to accommodate parents who need to pay on a weekly basis if necessary. We ask that this is agreed with Mrs Bull in person so we are sure the place is still required and payment must be received the week prior to the child staying for clubs. On an emergency basis, if we have space in before or after school care, we will accommodate and ask for payment the following day. If you have any queries about these, please pop into our school office or e mail

[office@rugbyfreeprimary.co.uk](mailto:office@rugbyfreeprimary.co.uk).

## Lunch Menu.

Our school lunch menu is on our school website or a copy is on our parent noticeboard/ available from the school office. We will operate a wrist band system this year where the children choose their meal each morning and are given that colour wrist band. Class teachers will ensure that all dietary requirements are considered and help the children with their choices. Please talk to your children about the menu and the choices they might make.

## Leave of absence during term time 2016-2017 – information for parents.

In September 2013, the Government introduced some significant changes to attendance regulations for pupils at school. The regulations will continue to apply. The most important of these is in relation to term-time leave of absence.

The amendments set out in Education (Pupil Registration) (England) (Amendment) Regulations 2013, govern all requests for leave within term-time. When considering such requests for a leave of absence, the school are obliged to act within the law.

The amended regulations removed references to 'holiday' and 'extended leave', as well as the statutory threshold of 10 school days. It is now clear that Head Teachers may not grant any leave of absence during term time unless there are exceptional circumstances. If the leave is granted, head teachers are able to determine the number of school days a child can be absent for.

The Government has not defined 'exceptional circumstances' as referred to in the 2013 regulations. It is for the Head Teacher to decide what he/she views as 'exceptional' and it is at their discretion if the circumstances warrant the leave to be granted.

The school can only consider Leave of Absence requests which are made by the 'resident' parent.

*Each application for a leave of absence will be considered on a case by case basis and on its own merits.*

Where applications for leave of absence are made in advance and refused, the child will be required to be in school on the dates set out in the application. If the child is absent during that period, it will be recorded as an unauthorised absence, which may result in legal action being taken against the parent(s), by way of a Fixed Penalty Notice.

Failure to make an application for leave in advance can also result in a Fixed Penalty Notice being issued to the parent(s).

It is important to note, Fixed Penalty Notices are issued to each parent of each absent child, (for example 2 children and 2 parents, means each parent will receive 2 invoices in the amount of £120 each, totalling £240 for both children, this is reduced to £60 per child if paid within 21 days). Where a Fixed Penalty Notice is not paid within the required timeframe as set out on the notice, the matter will be referred to Warwickshire County Council's Legal Services to consider instigating criminal proceedings under S444 Education Act 1996. Fixed Penalty Notices are issued in accordance with Warwickshire County Council's Code of Conduct.

Warwickshire Primary School pupils recorded 24,181 half day sessions of absence due to holiday in Autumn Term 2013 alone. This is a decrease of 8,032 on previous years. This is a positive outcome as it means that 4,016 days of education was achieved.

We greatly appreciate parental support to reduce the total amount of days lost due to holidays. We are committed to working in partnership with you to enable your child to reach their academic targets and to support their social development. For this to happen we need to keep individual attendance as high as possible - we all need to play our part.

Your child's progress academically as well as socially is our shared priority.

**PLEASE NOTE RUGBY FREE PRIMARY SCHOOL WILL NEVER AUTHORISE ABSENCE FOR THE PURPOSE OF FAMILY HOLIDAYS. HOLIDAYS SHOULD BE TAKEN DURING SCHOOL HOLIDAYS. TERM DATES CAN BE FOUND ON OUR SCHOOL WEBSITE OR A COPY IS AVAILABLE AT THE SCHOOL OFFICE.**

If you ever feel you have an exceptional circumstance for your child needing time off, please collect the relevant application for leave form from the school office and submit this for consideration.



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## Our Year One Children are enjoying their new classes.

Smiles, laughter and fun, alongside incredible maturity filled the air this week as our year one children have been getting to know their new class teachers and routines and enjoying sharing their class book. Take a look at some photographs of their learning...



## Our Reception Children are enjoying their new classes.

Thrills, excitement and laughter filled the air this week as our new reception children were welcomed. The children were thrilled to discover the different areas of their classroom, make new friends and get to know their teachers. This week our reception children have started on a phased basis in small groups and they have been getting to know their new class teachers and enjoying sharing their class book. We look forward to having them all in school full time by the end of next week. Take a look at some photographs of their learning...





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### Macmillan Coffee Morning

On Friday 30<sup>th</sup> September between 9am– 10.30am we will be holding a Macmillan coffee morning. This will be a fantastic opportunity for us to welcome our local community, family, friends and siblings of our new children to our school. There will be plenty of time for parents to enjoy chatting and sharing a drink and then our children will share their work from European Languages Day at 9.30am. We will be asking for a small donation which will go towards Macmillan Cancer Support, in return for coffee and a cake or tea and biscuits. We would also like to invite donations of cake or biscuits please for this event. We hope you will be able to join us.



### European Languages Day.

As a school, we will be celebrating European Languages Day on 29<sup>th</sup> September. This is an event marked by people all around to world to look at different languages which are spoken around Europe and to learn a little more about European countries. Each of our classes will be focusing on a different country and learning a little of the language spoken there and finding out more about the country. During our Macmillan Coffee Morning, each class will do spend a few minutes sharing their favourite part of the day. This will be around 9.30am. All parents, friends and members of our local community are welcome to come along and join us.

### Magic 1,2,3.

We have started a new behaviour system at school this week called Magic 1,2,3. Please talk to your children about this. We will be sending out more information about this for parents next week.

### Curriculum Information.

Our curriculum long term plans are available on our school website in our learning section. In addition to this, each year group will provide termly curriculum information which will have more detailed information about your child's learning and the home learning tasks they will be given. This will be sent out to parents very soon so please watch out in your child's bag for this.

### Parent Noticeboard.

We have a new whole school parents' noticeboard which was kindly donated by Thomas Tandy's family following a collection when his Nanny died recently. Thomas was extremely proud to help put the notices on the board and his Nanny, who was a very special friend and supporter of our school, would be extremely proud. Thank you most sincerely to Thomas' family for this very kind donation. We hope you all find the notice board very useful. In addition to this board, we have introduced class notice boards on the windows of your children's classrooms - please do take a look.



### Safeguarding

It is the duty of all of us to make sure our children are safe, protection from harm and happy both in and out of school. If we notice any concerns in school, we have a duty to report these to Warwickshire Safeguarding Team. If you notice anything at all that concerns you, please do not hesitate to speak to us. Our designated lead for safeguarding is Miss Milewski, our deputy designated lead is Miss Butters and our safeguarding governor is Mr Legge. Alternatively, you can contact Warwickshire Safeguarding Team directly using the Mash agency. Please see our safeguarding notice board outside the main door for further information and contact numbers.

### Rugby Free Secondary School

Many congratulations to our sister secondary school which successfully opened its door for the first time this week. We look forward to continuing our working partnership with them over the coming years.



### Diary Dates.

29<sup>th</sup> Sept – European Languages day  
29<sup>th</sup> Sept – Prospective Parent Open Events  
30<sup>th</sup> Sept – European Languages day sharing time for parents – 9.30am

30<sup>th</sup> Sept – Macmillan Coffee Morning – 9.00 – 10.30am  
14<sup>th</sup> Oct – Harvest Festival – 9.15am  
12<sup>th</sup> Oct - Parents evening

19<sup>th</sup> Oct – Y1 Maths Inspire workshop - 9.15am  
20<sup>th</sup> Oct - Prospective Parent Open Events  
24<sup>th</sup> - 28<sup>th</sup> October – Half term

