



## Autumn term 2017

7th September 2017

Dear Parents and Carers,

Welcome to the Autumn term and a new school year at Camp. We hope you had an enjoyable and relaxing summer break.

### 'Meet the Teacher' Transition Talks

Each class teacher (Reception to Year 6) will be offering parents and carers the opportunity to come along to an informal 'transition talk' next week on **Thursday 14<sup>th</sup> September**. These sessions will take place in the classrooms and enable you to find out about class routines such as PE days, reading books, homework, and curriculum coverage this term. There will also be an opportunity for you to ask any questions you may have about the organisation and routines in your child's new class.

For children in **Reception** both talks will take place in the **ICT suite** (please come in via the front door). The first talk will **be at 11.30 am** for the children with March to August birthdays, and the second at **2.00 pm** for the children with September to February birthdays. You will then be able to take your child home straight after the session.

For children in Years 1 to 6 the transition talks will also happen **on Thursday 14<sup>th</sup> September** however there are some different times being offered across the year groups. We know that lots of parents of children in KS1 (Years 1 & 2) also have younger children and the sessions were becoming rather crowded and sometimes difficult to hear. Offering a session before school pick up time for years 1 and 2 we hope will make this a little easier as the school age children will not be there.

Year Groups	Session 1	Session 2
Year 1	1.45 pm – 2.15pm in the classroom (Y1 children will be in the hall)	2.40 pm
Year 2	1.45 pm – 2.15 pm in the classroom (Y2 children will be in the community room)	2.40 pm
Year 3, Year 4, Year 5, Year 6	2.40 pm	3.15 pm

If you cannot attend these 'meet the teacher' sessions, please be reassured that we will send home the key information in a newsletter the following day.

### Collection points

Attached to this letter is a school plan to indicate ideal collection points for each class at the end of the school day. It would help us enormously if you could collect your children from the points identified to avoid crowded cloakrooms and corridors. We do appreciate that if you are collecting children from more than one class you may want to make arrangements for the older children (from Years 4, 5 & 6 only) to come out to meet you on the main playground. Please let the class teacher know if this is the case so we are clear who needs to wait to be collected, also ensuring that your child knows to come back inside the school if they cannot immediately see you.

If you would like to talk to the class teacher we ask that you wait until the whole class has been dismissed safely before coming into the classroom. This will then allow the teacher to give you their full attention. Unless it is an urgent matter, after school (or at the end of the session for Nursery) is always a better time to speak to your child's teacher than first thing in the morning. If you would like to discuss something with a teacher that is likely to take more than a few minutes after school, then it is best to make an appointment. This will ensure that the member of staff can give you the time and attention you require. If you ever wish to make an appointment to



meet with your child's teacher, or any other member of staff, please leave a message for them via the school office.

### School meals and toast

The cost of school meals this academic year for Year 3 - 6 will be **£2.40 per day** or **£12.00 per week**. As you are aware, **free meals are available to all children in Reception, Year 1 and Year 2**. We request that all children commit to their lunch choices/meal patterns on a half-termly basis please, which includes the free meals for Reception, Year 1 and Year 2.

For Year 3 to Year 6 we would like you to continue to make all school meal payments in advance. The office staff really appreciate your co-operation with this. School meal payments are preferably made online via Schoolcomms. Please ask at the school office for further details about online payments if you do not already use this system. Payment can also be made by cash or cheques made payable to **Herts Catering Ltd**.

Toast is available at morning break for children in Y1 – 6, and costs **75p** per week (or **£4.50** per half term), payable to the class teacher or office in advance. The children are also welcome to bring in a piece of fruit to have as a snack at breaktime.

### Nut allergy sufferers and packed lunches

We would like to remind you that we request that parents and carers avoid including nuts, or products that list nuts as one of their ingredients, in children's packed lunch boxes. Thank you for your co-operation with this.

### Attendance and Punctuality

We use an online registration system which requires that all absences, including medical appointments, are reported to the **school office** please (rather than to the teacher or another staff member).

I would like to remind you that the school day begins at **8.55am** (except for Nursery). Please arrive in good time for the morning bell to ensure that your child has a settled start to the school day. If you do arrive late for school in the morning please report to the **school office** and complete your child's details in our 'Late Arrivals' file. We will ask you to record the reason why your child/children are late and for a parent/carer signature.

### Dates

Thursday 14 <sup>th</sup> September	Transition talks (for Reception to Year 6)
Wednesday 18 <sup>th</sup> and Thursday 19 <sup>th</sup> October	Parent Consultations
Monday 23 <sup>rd</sup> – Friday 27 <sup>th</sup> October	HALF TERM
Monday 6 <sup>th</sup> November	School Photographer
28 <sup>th</sup> and 29 <sup>th</sup> November	Year 1 and 2 performance (further details to follow)
Wednesday 13 <sup>th</sup> December	Foundation Stage nativity performance (further details to follow)
Monday 18 <sup>th</sup> December	Christmas Dinner
Monday 18 <sup>th</sup> December	Nursery end of term
Tuesday 19 <sup>th</sup> December	End of term – 1.30pm finish

School dates are updated on the school website - please check the 'Calendar' page regularly.

Yours Sincerely,

Sharon Barton, Head Teacher

