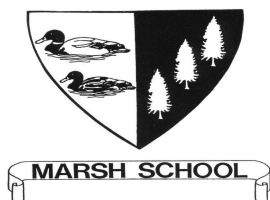
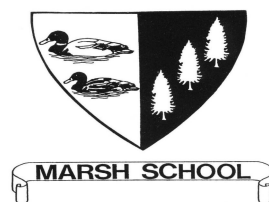


Marsh School Parents'

Information Pack



2009



Key people you need to know other than your child's class teacher

Mrs. Morrisson Head Teacher

Mr. Steve Knight Chair of Governors

Miss Muschamp Assistant Head Teacher

You can speak with her if Mrs. Morrisson is out of the building

Mrs. Godwin Foundation Stage Co-ordinator

You can talk with her about any Nursery issues

Mrs. Stock Inclusion Manager

You can talk to her about family concerns if Mrs. Morrisson is not in the building

Mrs. Quantrill Special Needs Co-ordinator - please make an appointment to meet if you are worried about your child's progress

Ms. Giles Office Manager

Mrs. Knight Secretary

Mrs. Gillies Admin Assistant

Ms Davison Parent Teachers Association committee members

Ms. Aiston

Attendance

It is important for your child's education that they attend school every day. They can really fall behind if they miss a lot of school. If they are ill, naturally keep them at home, phone the school and send the teacher an absence notice of explanation on their return. The school is accountable for all absences and by law has to notify the authorities of all authorised and non authorised absences. We will phone everyday to find out why your child is not in school. This is to ensure the safety of your child as there have been instances of children in other schools that have gone missing on the way to school and your child's safety is paramount. We also want to make sure that we can help you if you need it. Your child's report gives the annual attendance percentage and a grading. There will also be a figure for punctuality. Children in the Nursery are not of statutory age but we keep registers of their attendance and monitor it. We only get paid for the number of sessions that they come. If they do not attend regularly, they may lose their place. Please make sure that you phone to say that your child is sick. It is at this early stage that habits are formed.

98% and Above	Excellent Attendance
95% to 98%	Good Attendance
95%	This is what all children should aim to achieve.
90% to 95%	Average Attendance
85% to 90%	Below Average Attendance
below 85%	Poor Attendance

The school liaises with the Educational Welfare Officer about any child who is not coming to school enough . If your child falls below 90% over a five week period you will get a letter and we may have a meeting.

We also give stickers for 100% weekly attendance and give certificates each term for excellent attendance. Children who are in school for ten full weeks get an attendance merit card and the best class at coming to school gets an extra playtime on Monday.

A copy of the full attendance policy that is in line with current good practice is available on the website.

Uniform

Most children are really good at coming to school in the right uniform and they look really smart.

- Please make sure that the children wear black or brown shoes. Black trainers are fine too. Please do not send your child in white trainers, shoes that fall off easily or in shoes that have little cars in the sole as these can distract people.
- Only small stud earrings are allowed for safety reasons. This is because hoop earrings can get caught and this can cause quite horrible tears in the ears. If your child comes in hoop earrings, we shall gently take them out and put them in an envelope and give them to you.
- Please make sure that your child has their P.E. kit in school every day. Because the children have P.E. three times a week. We have lots of spare kit that you can make a small donation for if you need help purchasing kit.
- Please make sure that all clothes are named to help us make sure that your child does not lose any clothes.
- All clothes and kit need to be taken home every half term.

Trips

Last year we made a huge loss on the trip to the Cotswold Wildlife Park despite lots of reminders given in plenty of time. The PTA have helped to cover the loss for the time being but the school will have to pay this back. This money was ear marked for the children's slide. The budget is not for extras like trips and having researched this carefully, we ask for a great deal less money than many other schools. The school cannot afford to carry on going on trips if we can't cover the cost. There will be payment cards for parents for next year so you can spread the cost but I will have to think about cancelling the summer trip if we do not raise the right amount. If anyone has any good ideas, I would be glad to hear them.

Lunch Times

- No fizzy drinks or sweets
- Children to have a sandwich or something similar for the main part of their lunch
- Only one small treat a day
- Drinks need to be non sugary
- Low fat, low salt alternatives are preferred e.g. for crisps
- Child size portions - only give enough for the children to eat
- It is fine to send in food that the children usually eat at home e.g. curry and rice but we can't warm it up.
- Try to use different breads to interest the children.
- Always try and have fruit in your child's lunch box.
- Make sure that all boxes and your child's lunch box are named on the outside.
- Make sure that your child's lunch box is cleaned every single day.
- If you claim benefits, you may be entitled to claim a free lunch. Please ask in the office.
- I will be sending a different idea each week in the newsletter for lunch.

Holidays

If you need to take your child away for any reason during term time, you need to come into the office for a holiday form. The holiday has to be agreed or your child's absence will be unauthorised. Parents should try as hard as they can not to take holidays during term time. I will only authorise them in exceptional circumstances. If your child had a term time holiday last year, I will not authorise a holiday this year.

Parents Teachers Association

There is an exciting programme that has been organised for this year that you will soon get the dates of in our special PTA newsletter. The children want to buy a slide and a climbing frame. This will be about £3000. The school can pay for the safety surface through the budget but it would be great if we could raise this sum.

This year, we want to have a representative of each class to help with organisation. They will not be committee members but will help get other parents involved in the classes. There will be meetings after school one Monday each half term with the teachers. The children will be welcome to stay and play. There will be more information about the representatives soon.

Concerns, Worries and Complaints

We have an open door policy if you want to meet with us. Our doors are always open if you are concerned or want to talk about any concerns. You can talk with your child's class teacher or come and see me. If I am not around, please make an appointment through the school office. We will try and deal with your concern. If you still feel that you need to make a complaint, please contact our chair of governors through speaking with me. A full copy of the complaints procedure will be given to you.

Child Protection

We want to child to be safe all the time. Sometimes families and children have difficulties and we may have to make a referral to social care if we are worried. This is the law. This can be stressful for parents but we always have the best interests of the children at heart. We always try and include the parents if we can. If you need support please come and ask. There is a wonderful team who can help you get support. You just need to ask.

What we are trying to improve this year

- To further improve the quality of teaching and learning in Reading and Writing so even more children can achieve the national average at the end of Year Two
- Improve attendance so some children can make better progress and achieve more.
- To further improve assessment systems so we can really tell which children need more help because they are falling behind.
- Every Child a Talker The better a child speaks, the more progress they will make in Reading and Writing
- How we can motivate children even more so that they want to learn and so make better progress especially in Reading and Writing?
- Gardening - each class will have half a term working in our new school vegetable garden
- Dinosaur Climbing Wall with our artist Gail Astbury
- Language classes for parents who want to improve their English
- Involving parents even more in their child's education - regular sessions where there is an information session and then time to be in your child's class to see what they are learning about
- The introduction of a breakfast club
- Challenge 4 Life This is a programme run by the government to promote healthy lifestyles
- OFSTED will visit us sometime during this school year!

If anyone has any really good ideas, there is a suggestion box in the main school entrance. Please put your ideas in the box and we will include them in our plan.

Dates

Thursday 17th September 9:15 Coffee Morning with talk from our attendance officer then a time to meet your child's class teacher who will let you know important information you need.

Friday 25th September 9:15 MacMillan Coffee Morning - come and see your child's class in action

Thursday 8th October 9:15 Coffee and talk about how to help your child read followed by a chance to read with your child in class

Thursday 15th October Harvest Festival 9:30, PTA quiz night,

Friday 16th October Hot Dog Lunch (vegetarian option available)

Tuesday 20th October Reception parents consultations 12:00—5:00

Wednesday 21st October Key Stage One parents consultations 12:00—5:00

Thursday 22nd October Nursery Parents consultations and applying for Reception session—Nursery closed all day

Friday 23rd October School closed for INSET day

Monday 26th October—Friday 30th October Half term