

# The Willows News

September 2016



School website address: [www.willowsprimary.com](http://www.willowsprimary.com)

## Headteacher's Welcome

We would like to offer a warm welcome to children who are new to The Willows Primary and welcome back to our existing pupils. School is already full of smiles and laughter which tells us that your children have quickly settled into school life. In addition, all of the children have made a very impressive start to the new academic year looking very smart in their new uniform and behaving exceptionally well in school. I am sure that we can continue to maintain these high standards throughout the forthcoming year.

Can I take this opportunity to remind you of a few school rules to maintain our smart uniform and to keep the children safe:

- Children need to be free of jewellery (including necklaces/chains and **earrings**) but we would encourage the children to wear a watch.
- Long hair needs to be tied back at all times.
- Hair decorations are to be minimal ie no large flowers etc. simple headbands in school colours are welcomed.
- Shaved patterns in hair are not permitted.
- Chewing gum is not allowed in school.
- Children should wear sensible black school shoes (no trainers permitted).

### School website

[www.willowsprimary.com](http://www.willowsprimary.com)

We are very pleased with the website we launched last year and your feedback has been really positive. We aim to keep it updated on a weekly basis and would greatly appreciate your ideas and feedback so that we are giving you the information you need.

### Behaviour Policy (Reception – Year 6)

We regularly review our whole school behaviour policy. Last year we refined our reward scheme whereby children earned 'smilies' for their good behaviour. The smilies could then be spent at the 'smiley shop' for small fun items or saved for a more substantial prize at the end of the year. We will continue with the smiley shop this year and many children have already decided to save for a bigger reward, promoting a life-long skill of saving. In addition to this is our half-day treat that can be earned if a child has had a 'warning-free' term.

**This is explained in further detail in the school Behaviour Policy which can be found in the policies section of the website.**

### Start and End of Day Times

It is a challenge to squeeze the timetabled lessons into the school week. Therefore registration takes place promptly 10 minutes after the doors are open in the morning (see times below) with teaching commencing immediately afterwards (members of the Senior Leadership Team walk the corridors during registration time to ensure that all pupils are in class and not wasting time by the coat pegs).

	Doors open	Registration and lessons start
Nursery	8.55am	9.05am
Reception	8.50am	9am
Year 1	8.50am	9am
Year 2 and Key Stage 2	8.45am	8.55am

To allow children time to settle into school in the morning, sort out their belongings and pass messages onto their class teacher we open the doors 10 minutes earlier than registration time. Please endeavour to drop your child off when the doors are opened in the morning. Children who arrive at school after their registration time and before 9.30am will have to enter school via the main office to sign in. They will be recorded as present but late. Any child arriving after 9.30am will be recorded as an unauthorised absence.

We stagger the finish times at the end of the day to try and alleviate the difficulties you face with parking (we would however, encourage you to walk by engaging in our Walk Once a Week scheme). The end of day times for the different age groups across the school are as follows:

	Collect children
Nursery	2.50pm
Reception	2.55pm
Years 1 & 2	3pm
Key Stage 2	3.05pm

In an exceptional case should you find yourself struggling to pick your child up on time, please can you contact the school office (233280) and inform office staff who will be picking your child up or if there is no one available to do this, then ask a member of the office staff to inform the class teacher.

At times, we have been left supervising uncollected children for a significant period of time at the end of the school day. This can be a safeguarding issue and we therefore have an 'Uncollected Child Policy'.

If your child is not collected within 15 minutes after closing time, the following steps should be taken:

- A check should be made for information about changes to the normal collection routines
- Reasonable attempts should be made to contact:
  - Parents or carers at home or at work
  - Other adults authorised to collect the child from the setting
- The child should not leave the premises with anyone other than parents or nominated carers

If no-one can be contacted to collect the child after one hour, the relevant Children's Social Care Area Team or Police should be contacted.

**It is therefore essential that your contact details are up to date. If you change any contact details, please inform the school office immediately.**

### PTFA AGM 4<sup>th</sup> October 7pm

We would love to see our existing members alongside lots of new faces at our first meeting of the year. Therefore, if you're a new parent to school or just interested in what the PTFA (Parents, Teachers, Friends Association) does, then pop along to school on Tuesday 4<sup>th</sup> October. Everybody welcome!

### Swimming

Year 4 classes will be swimming all year; half of the year group will swim on Tuesday afternoon and the other half on Wednesday afternoon. Y4 class teachers will inform children on which day they are swimming; the other day will be their P.E lesson.

Swimming begins on Tuesday 20<sup>th</sup> September.

Swimming hats can be bought from the school office for £1.50

### Got a query?

At the beginning and end of the school day, the office reception area gets quite busy.

Therefore, if you have an enquiry about something, why not send an e-mail to the school's NEW account:

[willows@willowsprimary.com](mailto:willows@willowsprimary.com)

We will endeavour to reply during the same working day.

### Healthy snacks

As children bring in their own snack at break times we would encourage children to eat fruit or cereal bars (no crisps, sweets or chocolates allowed). If you wish, you may also send a fruit drink (no fizzy drinks or glass bottles please). However, all the children can access the water fountain during break times.

### Harvest

During week beginning 26<sup>th</sup> September we will be holding our Harvest assemblies. Further information will be sent asking for donations of food items. Thank you in advance for your support



### Homework/Brain Builders

Children who are in classes from Year 1 to Year 4: you should have received your first Brainbuilders' homework on Wednesday 14<sup>th</sup> September and this should be returned to school on Monday 26<sup>th</sup> September or earlier. Reception children will commence their homework on Wednesday 28<sup>th</sup> September.

Y5 children will receive Maths OR English homework every week. Y6 children will receive Maths AND English homework every week.

Thank you for your support with homework activities.

### Parent Questionnaire Feedback

As always we appreciate your feedback, if you are pleased with something we like to share this and if something is causing an issue we can only address it if it has been raised. Therefore the questionnaires are an ideal way to gain lots of feedback, thank you for taking the time to complete and return them. The responses have been analysed and we are already in the process of addressing some of the points raised. Below is a brief summary of comments.

#### Strengths of the school:

- The Willows is a happy, welcoming place with such an air of positivity.
- Class assemblies and presentations by the children.
- There are lots of fun teaching approaches which the children really enjoy.
- Impressed with the school's approach to SATs where efforts were taken to care for the children's emotional, physical and academic support.
- PTFA work very hard and are well organised.
- School trips and topics are very well organised.
- Teachers respond very quickly to e mails.

#### Areas to be addressed by school:

- Reports are over detailed; briefer more personalized comments would be preferred.

*Action: The format of reports is being reviewed and improved by SLT and staff for July 2017.*

- Parking areas are not big enough/Greatbach Avenue is too narrow and needs to be one way.

*Action: To be raised at next Governor meeting.*

- More homework needs to be given in Y5/Y6

*Action: Y5/6 teachers sending more Maths and English homework on a weekly basis.*

### Well done to our super Year 6 pupils

It is always a sad time when our oldest children leave to move onto high school. However, we are confident that they move to their new settings equipped with a wealth of skills and knowledge, essential for them to reach their full potential. In our final Leavers' Assembly, we presented all of our pupils with gifts: items to remind them of the time spent at The Willows. A special mention and thanks need to go to Kian Gustilo and Emily Oliver who did a splendid job representing The Willows over the year as our Head Boy and Head Girl.

In addition, we presented special awards which were chosen by our pupils to those that excelled in particular areas. Well done to:

*Dennis Harrod and Rebecca Raybould - Business Enterprise Award*

*Chloe Thrasher-Spooner and Giulia Mateus Tari - Literacy Award*

*Chelsea Atkinson and Kian Gustilo - The Malkin Maths Cup*

*Levi Capon and Gina Glover - The Shingler Science Award*

*Shahzenan Fadhil and Brodie Scullion - Pupil Progress Award*

*Joshua Evans - Creative Arts Award*

*Lewis Smith and Charlotte Brindley - Penkhull Residents' Association Citizenship Award*

*Macey Punchard and Daniyah Nadeem - Overall Contribution to School Life*

*Samuel Hawkes and Max Gardner - Sports' Awards*

### Daily Communication

	Door Duties				
	Reception	Year 1	Years 2, 3 and 4	Nursery/Year 5	Y6
Monday	Mrs Lakin	Mrs Thursfield	Mrs Beltran/Mrs Ellis	Mrs Ball	Y6 staff
Tuesday	Mrs Ball	Mrs Ellis	Mrs Thursfield	Mrs Beltran	Y6 staff
Wednesday	Mrs Lakin	Mrs Beltran	Mrs Ball/Mrs Ellis	Mrs Thursfield	Y6 staff
Thursday	Mrs Beltran	Mrs Thursfield	Mrs Ellis	Mrs Ball	Y6 staff
Friday	Mrs Ellis	Y1 staff member	Mrs Thursfield/ Mrs Beltran	Mrs Ball	Y6 staff

\*Mrs Ellis, our Home School Link Worker, is available to speak to on a daily basis at one of the entrances.

\*\*Miss Harrison our SENCO will be available on the KS2 playground on Monday, Tuesday and Wednesday mornings.

Class teachers are busy with their classes at the start of the school day and if you wish to speak to your child's teacher please can you see them at the end of the school day when they see the children out of school. Alternatively, you may wish to make an appointment via a member of the Leadership Team in the morning or by approaching the school office. All staff can be contacted on their school e-mail addresses but you should not expect an immediate response using this system as staff are occupied throughout the day.

### Concerns or Complaints

If there is something that you are worried or concerned about your first point of contact is your child's class teacher. Please do not see a member of the Leadership Team in the first instance as they will only have to refer back to the class teacher to ascertain information about your query. Often children come home and pass on messages to parents that don't always match what has actually been said! If in doubt, please DON'T go straight to Facebook or other Social Media sites and question the competency of the school and staff. Please come into school and have a chat with your child's teacher to ascertain exactly what has been said. Thank you.

If, however, you have spoken to your child's class teacher and you feel that the situation has not been adequately resolved or equally, if it is difficult to speak to your child's class teacher then you may wish to bring the matter to the attention of the Headteacher who may refer the matter to another member of staff to deal with. Should you be dissatisfied with the way the complaint was handled and/or wish to pursue your complaint further then your complaint should be submitted in writing, to the Headteacher, within 10 school days of the initial complaint being heard by a member of staff. **See the Complaints Policy on the school's website for further details.**

Reading Champion Challenge

Reading is very important and it is expected that every child in Year 1 to Year 6 achieves the Reading Champion Challenge.

To complete the challenge your child must;

- Read at home for,
  - **KS1 10 minutes 5 times a week**
  - **KS2 20 minutes 5 times a week.**
- Fill in their reading diary with the title of their book and page number read to.
- Get their reading planner **signed by an adult** after each entry.
- Bring their reading diary to school **every day**.

A record of your child's participation in the challenge is kept by the class teacher and Mrs Thursfield.

Thank you for your continued support.

### Birthday treats for class members

Many of you have thoughtfully celebrated your child's birthday by sending food treats (chocolate bars, sweets etc) into school to be shared out at the end of the day. This is a generous gesture. However, as we are continuing to further improve our reading opportunities in school, we would prefer you to donate a book to your child's class which can be shared and read to all pupils. We will no longer be able to accept sweets on these occasions.

### Sorry but no dogs allowed on school premises

We have recently noticed that a number of dogs have accompanied parents when bringing or fetching their children from school. Although many of these pets are perfectly well behaved, it is unfortunate that we cannot allow them onto the school premises for health and safety reasons.



We are working closely with our Education Welfare Officer to improve attendance across the school. It is really important that children attend school on a regular basis and as an incentive we reward good attendance with certificates to children who demonstrate 100% attendance each term and with a small prize if they achieve 100% attendance for the full year. We aim that our attendance exceeds 96% but unfortunately some children don't reach 90% attendance.

Although the figure may seem high to you, 90% has significant implications:-

90% attendance = ½ day missed every week!!  
(Would your boss like you to be off work this much??).  
That's practically part time!

1 school year at 90% attendance = 4 whole weeks of lessons MISSED!!!

90% attendance over 5 years of school.... ½ a school year missed!

Our office staff also check lateness (arrival after registration has closed 9 -9:30am) .

If a child is not in school by 9:30am and we have no explanation for absence then we have to mark the absence as unauthorised. Therefore, we strongly advise you to phone school as soon as possible if your child is going to be absent. If someone is unable to take your call then please leave a message on the answer phone.

If you are struggling with excellent attendance or punctuality, please let us know so that we can try and help you.

## EFFECTIVE COMMUNICATION

As mentioned in a previous newsletter, we continue to look at ways to improve our communication between school and home. Rather than send a letter to your child's class teacher or try and catch them at the end of the school day, it may be more convenient for you to send them an e-mail. However, to make this system work to everyone's satisfaction please can I take the opportunity to explain how school operates.

It is highly likely that teachers will not access their e-mails during the course of the hours when the pupils are in school, this is because they're obviously busy teaching your children. Therefore, it would **not** be effective to use this method of communication if you have an urgent message to pass onto school. Equally, we have to respect that teachers are not 'on-call 24/7' and therefore it would be unreasonable to expect an instant reply if you send an e-mail at say 7pm at night. Further consideration needs to be made to those teachers who work on a part-time basis. You may need to consider their work patterns if trying to communicate with them using this method.

If you're not quite sure who to contact for your enquiry then please use the school's e-mail and your message will be passed on to the most appropriate person to help you. The school's e-mail is: [willows@willowsprimary.com](mailto:willows@willowsprimary.com)

Mrs S Thursfield (Headteacher) <a href="mailto:sthursfield@willowsprimary.com">sthursfield@willowsprimary.com</a>		
Mrs C Beltran (Deputy Headteacher) <a href="mailto:cbeltran1@willowsprimary.com">cbeltran1@willowsprimary.com</a>	Mrs A Ball (Assistant Headteacher) <a href="mailto:aball@willowsprimary.com">aball@willowsprimary.com</a>	
Mrs J Ellis (Home School Links Worker) <a href="mailto:jellis10@willowsprimary.com">jellis10@willowsprimary.com</a>	Miss G Harrison (Special Needs Co-ordinator) <a href="mailto:gharrison@willowsprimary.com">gharrison@willowsprimary.com</a>	
Miss W Gibson (Nursery) <a href="mailto:wgibson@willowsprimary.com">wgibson@willowsprimary.com</a>	Mrs A Flanagan (Reception) <a href="mailto:aflanagan@willowsprimary.com">aflanagan@willowsprimary.com</a>	
Mrs S Cash (Reception) <a href="mailto:scash1@willowsprimary.com">scash1@willowsprimary.com</a>	Miss J Tellwright (Reception) <a href="mailto:jtellwright1@willowsprimary.com">jtellwright1@willowsprimary.com</a>	
Miss L Pickerill (Year 1) <a href="mailto:lpickerill@willowsprimary.com">lpickerill@willowsprimary.com</a>	Miss S Russell (Year 1) <a href="mailto:srussell@willowsprimary.com">srussell@willowsprimary.com</a>	
Mrs C Everard/Mrs V Stevens (Year 1) <a href="mailto:ceverard@willowsprimary.com">ceverard@willowsprimary.com</a> <a href="mailto:vstevens4@willowsprimary.com">vstevens4@willowsprimary.com</a>	Miss S Smalley (Year 2) <a href="mailto:ssmalley1@willowsprimary.com">ssmalley1@willowsprimary.com</a>	
Miss A James (Year 2) <a href="mailto:ajames@willowsprimary.com">ajames@willowsprimary.com</a>	Mr T Cadwallader (Year 2) <a href="mailto:tcadwallader@willowsprimary.com">tcadwallader@willowsprimary.com</a>	
Mrs A Adlington (Year 3) <a href="mailto:aadlington@willowsprimary.com">aadlington@willowsprimary.com</a>	Mrs K Capper/Mrs J Bridgett (Year 3) <a href="mailto:kcapper@willowsprimary.com">kcapper@willowsprimary.com</a> <a href="mailto:jbridgett@willowsprimary.com">jbridgett@willowsprimary.com</a>	
Mrs C Baldwin (Year 3) <a href="mailto:cbaldwin@willowsprimary.com">cbaldwin@willowsprimary.com</a>	Miss K Addison (Year 4) <a href="mailto:kaddison@willowsprimary.com">kaddison@willowsprimary.com</a>	
Mrs B Price/Mrs Bradley (Year 4) <a href="mailto:bprice7@willowsprimary.com">bprice7@willowsprimary.com</a>	Mrs L Durkin (Year 4) <a href="mailto:ldurkin@willowsprimary.com">ldurkin@willowsprimary.com</a>	
Mr T Hughes (Year 5) <a href="mailto:thughes3@willowsprimary.com">thughes3@willowsprimary.com</a>	Miss H Richardson (Year 5) <a href="mailto:hrichardson@willowsprimary.com">hrichardson@willowsprimary.com</a>	
Mrs J Hall (Year 6) <a href="mailto:jhall2@willowsprimary.com">jhall2@willowsprimary.com</a>	Mrs H Pendlebury (Year 6) <a href="mailto:hhughes1@willowsprimary.com">hhughes1@willowsprimary.com</a>	
<b>Office Staff</b>		
Mrs G Canonaco (Finance Enquiries: squid – dinner money, trips, visits) <a href="mailto:gcanonaco@willowsprimary.com">gcanonaco@willowsprimary.com</a>	Mrs J Burgess (Pupil Enquiries: attendance, careplans/health) <a href="mailto:jburgess11@willowsprimary.com">jburgess11@willowsprimary.com</a>	Mrs K Wetton (General pupil enquiries) <a href="mailto:kwetton@willowsprimary.com">kwetton@willowsprimary.com</a>

<b>Dates for your diary</b>	
Tuesday 13 <sup>th</sup> September	Y4 Roald Dahl Day - separate letter with information
	PTFA meeting 6pm
Thursday 22 <sup>nd</sup> September	Y4 Library visits - separate letter with information
Monday 26 <sup>th</sup> September	2AJ Dance day - performance to parents at 2.30pm
Tuesday 27 <sup>th</sup> September	2SS Dance day - performance to parents at 2.30pm
Wednesday 28 <sup>th</sup> September	2TC Dance day - performance to parents at 2.30pm
Friday 30 <sup>th</sup> September	Y6 Class assemblies (9.45am 6HP and 11am 6JH) and Dougie Mac coffee morning (details to follow)
Tuesday 4 <sup>th</sup> October	1SR Dance day - performance to parents at 2.30pm
Wednesday 5 <sup>th</sup> October	1LP Dance day - performance to parents at 2.30pm
Thursday 6 <sup>th</sup> October	1ES Dance day - performance to parents at 2.30pm
Friday 7 <sup>th</sup> October	Y4 at Thistley Hough Academy - indoor athletics (afternoon)
Monday 10 <sup>th</sup> October	Y6 Dance day at Thistley Hough Academy - performance to parents at 2.30pm
Thursday 13 <sup>th</sup> October	4KA and 4LD Dance days - performances to parents at 2.30pm
Friday 14 <sup>th</sup> October	4PB Dance day - performance to parents at 2.30pm
	Y6 at Thistley Hough Academy - indoor athletics (afternoon)
Monday 17 <sup>th</sup> October	1ES/1LP visit to Sudbury Hall
	Y5 Dance day at Thistley Hough Academy - performance to parents at 2.30pm
Tuesday 18 <sup>th</sup> October	1SR visit to Sudbury Hall
	Y2 visit to West Midlands Safari Park
Thursday 20 <sup>th</sup> October	1.30-8pm - Parent consultations (booking information to follow)
Friday 21 <sup>st</sup> October	Y6 Evacuee day at Brampton
	<b>Break up for half term holiday</b>
Tuesday 8 <sup>th</sup> November	9.15am 3A class assembly
Wednesday 9 <sup>th</sup> November	9.15am 3B class assembly
Thursday 10 <sup>th</sup> November	9.15am 3C class assembly
Wednesday 16 <sup>th</sup> November	Y4 visit to Manchester Opera House
Friday 18 <sup>th</sup> November	Y5 at Thistley Hough Academy - indoor athletics (afternoon)
Friday 25 <sup>th</sup> November	Christmas Fair
Thursday 1 <sup>st</sup> December	1.30pm Reception's Christmas performance for parents
Friday 2 <sup>nd</sup> December	9.30am Reception's Christmas performance for parents
	Y3 at Thistley Hough Academy - indoor athletics (afternoon)
Monday 5 <sup>th</sup> December	Songbirds (provisional date)
Wednesday 7 <sup>th</sup> December	1.30pm Y1 Christmas performance for parents
Thursday 8 <sup>th</sup> December	9.30am Y1 Christmas performance for parents
Wednesday 14 <sup>th</sup> December	2pm Y2 Christmas concert
Thursday 15 <sup>th</sup> December	9.15am Y1/2 end of term awards assembly/2.30pm Reception end of term awards
Friday 16 <sup>th</sup> December	KS2 disco (am)
	1.15pm Y3/4 end of term awards/2pm Y5/6 end of term awards
	<b>Break up for Christmas holiday</b>

### Dates for 2017

Monday 30 <sup>th</sup> January	2.30pm 2SS class assembly
Tuesday 31 <sup>st</sup> January	2.30pm 2AJ class assembly
Wednesday 1 <sup>st</sup> February	2.30pm 2TC class assembly
Tuesday 14 <sup>th</sup> February	3-6.30pm Valentine Disco
Thursday 16 <sup>th</sup> February	9am 5TH class assembly
	2.30pm 5HR class assembly
Monday 13 <sup>th</sup> March	Y5 at Stanley Head OEC all week
Friday 24 <sup>th</sup> March	11.30am Nursery Mother's Day Assembly
Tuesday 28 <sup>th</sup> March	2.30pm 1LP class assembly
Wednesday 29 <sup>th</sup> March	2.30pm 1SR class assembly
Thursday 30 <sup>th</sup> March	2.30pm 1ES class assembly
Wednesday 5 <sup>th</sup> April	9.30am Nursery Easter bonnet parade
Thursday 6 <sup>th</sup> April	1.30-8pm - Parent consultations (booking information to follow)
Monday 8 <sup>th</sup> May	KS2 SATs week
Tuesday 9 <sup>th</sup> May	Y2 visit to Cadbury's World
Tuesday 16 <sup>th</sup> May	2.15pm 4KA class assembly
Wednesday 17 <sup>th</sup> May	2.15pm 4PB class assembly
Thursday 18 <sup>th</sup> May	2.15pm 4LD class assembly
Tuesday 23 <sup>rd</sup> May	2.30pm RAF class assembly
Wednesday 24 <sup>th</sup> May	2.30pm RSC class assembly
Thursday 25 <sup>th</sup> May	2.30pm RJT class assembly
Wednesday 19 <sup>th</sup> July	3-6.30pm Nursery - Y5 discos
Thursday 20 <sup>th</sup> July	6.30-8pm Y6 Leavers' disco