

9<sup>th</sup> September 2011

Dear Parents

As we start our new school year, we extend a warm welcome to the new children and parents who have joined the family of Leckhampton School. We hope that your association with the school is a long and happy one. We also think about our recent Year 6 leavers and hope that they are all settling into their new schools and enjoy the new challenges ahead of them.

I should also like to extend my thanks to the staff of the school for all their hard work over the summer holiday in preparing for the term ahead.

### ***Can you help?***

We are looking for a number of adult volunteers to assist us with hearing children read in school. Do you have half an hour to spare? We are especially keen to get Grandparents involved! You would need to be CRB checked. If you are interested, please come and speak to your child's class teacher as soon as possible as we are keen to get things started!

Wishing you all the very best for the term ahead.

Yours sincerely  
Sam Porter  
Headteacher

### **Dates for the term ahead**

For further information on the school calendar, please visit our website

#### **September 2011**

Wed 14th Welcome meeting for Reception Parents - 7.30 p.m. start  
*Meeting in the School Hall*

Wed 21st Meeting for Year 6 Parents - 7.00 p.m. start  
*Secondary Transfer information evening*

Thu 22nd FOLPS AGM - 7.00 p.m. School Hall

#### **October 2011**

Tue 11th Open Evening - 3.30 p.m. to 6.00 p.m.

Fri 14th School Photographs  
*Individual and Family Groups*

Thu 20th Open Evening - 5.30 p.m. to 8.00 p.m.

Fri 21st End of Term 1

Mon 31st Start of Term 2

### **General Points and Safety Notices**

*I should like to remind parents of some practical aspects of School life which will help to keep everyone safe and happy.*

### **Morning drop off**

Children are expected to arrive at School in the morning between 8.35 a.m. and 8.44 a.m. **Please can all parents leave the School before the bell is rung at 8.45 a.m.** On wet days, could Key Stage 2 children use the Hall entrance and Key Stage 1 children the playground entrance.



### **Parents on School Site**

In the interests of security, parents wishing to come onto the School site between 8.45 a.m. and 2.55 p.m. must report to the School Office (Pedestrian Gate is not to be used.) Please press the bell **and announce your name and purpose for the visit** and the office staff will release the electronic lock.

Parents who are helping in School must sign the "Visitors book" and will be issued with a badge. All parent helpers must be C.R.B. checked. If you are interested in helping in School, please see the office staff for a form if you need to apply.

Parents whose children are "late" for School or wish to take their child to an appointment (having previously told the class teacher) must report to the office staff who will ask parents to record their child's entrance/exit from the School premises in a book.

Most importantly, only bona-fide visitors and parents wearing a badge are allowed in the School building during School hours. Staff will challenge anyone not wearing a badge on the School site. The only exception will be when teachers invite parents into their classroom to discuss their child's welfare.

### **ParentPay and School Lunches**

Please could I remind parents that your ParentPay account must be in credit prior to your child ordering a school meal. If there is a genuine error, please contact the school office.

### **General Matters**

When dropping off or picking up your child please enter School by the pedestrian entrance. Walk on the tarmac footpath keeping to the left hand side. Please do not walk on the grass to reach the playground. Children must not swing on the School metal gate or School fences for their own safety.

Children should not climb on the wooden seats, wooden fencing or play on the steps to the KS.2 Playground. If parents wish to speak to a teacher at the end of School would they please wait until the whole School has left the premises, as the corridors are narrow and we would not wish the exit of children to be blocked by parents.

I would ask parents to wait in the playground for Classes 1 - 10 and not under the canopy as it blocks the exits, steps and teachers' visibility.

Please could I remind parents that in the interests of our children's safety, cars should not be driven on the pavement, parked on yellow lines or block neighbours entrances. **(The School Car Park is for staff cars only.)** Traffic Wardens and Community Support Workers have recently reported their concerns about illegal parking around Schools and will be making random checks.

Children and parents are encouraged to cross on Church Road at the point where our crossing patrol officer, Mr O'Dea, is stationed.

Please ensure that your child is closely supervised at the end of the School day.

*I should like to thank you in anticipation of your support in these matters. Due to the large number of pupils we have on roll, it is essential that we work together to ensure the safety of our children and to support the smooth running of the school.*