



# Leckhamptonbulletin

C of E Primary School

Week  
ending 23<sup>rd</sup>  
October  
2015

Dear Parents

I am writing to inform you that we are introducing a two bell system here at Leckhampton, which we hope will make the transition from the playground into the classroom much quicker for everyone. When dropping off in the morning, children will hear two bells which will be rung by the teacher on duty.

### **On the first bell...**

Reception children will say goodbye to parents and walk straight to their lines. The class teachers will then lead the classes directly into the school building.

All other year groups from Years 1 to 6 will say goodbye to parents and will stand in silence ready for the second bell.

At this point we kindly ask that all parents leave the site so that the second bell can be rung.

### **On the second bell...**

Children from Years 1 to 6 walk to their lines on the playground and are then escorted into school by the class teachers.

Class teachers will be on the playground prior to the first bell to enable parents to pass on any urgent messages.

The children have already practised with the two bell system and have quickly grasped what to do. Please support us in ensuring that you leave the site on the first bell. This will enable us to move the children into the School building quickly, ensuring a swift start to the day.

Thank you and best wishes for an enjoyable half term break.

S J Porter

Headteacher

# Parents' Guide to Booking Appointments

Browse to <https://lponline.parentseveningsystem.co.uk>

## Login

Fill out the details on this page. A confirmation email will be sent to you at the end of the process. Telephone number is optional.

Please use your child's 'chosen' name that matches our records. Also add your child's date of birth in the dd/mm/yyyy format.

Press login and continue

The screenshot shows the login page for Leckhampton C E Primary School. At the top, it says "Leckhampton C E Primary School" and "Parents' Evening System". Below this, there is a welcome message: "Welcome to the Leckhampton C E Primary School parents' evening booking system. Appointments can be amended via a link from the email confirmation - please ensure your email address is correct." The page is divided into two sections: "Your Details" and "Child's Details". In the "Your Details" section, there are input fields for Title (a dropdown menu), First Name, Surname, Email Address, and Phone Number. In the "Child's Details" section, there are input fields for First Name, Surname, and Date of Birth. At the bottom of the form, there is a "Login & Continue" button with a green checkmark icon. Below the button, there are links for "Administrator Login" and "Teacher Login". At the very bottom, it says "Powered by parentseveningsystem" and "Copyright © Room Booking System Ltd 2013".

## Select a parents' evening to add appointments:



### Formal Open Evening

Please sign up for one appointment only per child unless you have spoken to the Class teacher, thank you. Allow sometime before your appointment to view your child's work. Please enter school through the Main Entrance next to the School Office.

Date: 14/03/2013 Time: 15:30 - 18:10



Continue



### Formal Open Evening

Please sign up for one appointment per pupil only unless you have spoken to the Class teacher, thank you. Please also allow sufficient time to view your child's work before your appointment. Please enter the school through the Main Entrance by the School Office.

Date: 20/03/2013 Time: 17:30 - 20:10



Continue

Powered by parentseveningsystem  
Copyright © Room Booking System Ltd 2013

## Select Parents' Evening

Parents' evenings available to you will appear here. Click on the green tick to select the parents' evening you wish to make an appointment for.

The screenshot shows the "Step 2 of 3: Choose Teachers" page. At the top, it says "Leckhampton C E Primary School" and "Send Feedback Logout". Below this, there are two buttons: "Home" and "Appointments". The main heading is "Step 2 of 3: Choose Teachers". Below this, there is a message: "Your child's teachers have been pre-populated. Please check these are correct and make any changes if necessary - click the red cross beside any teacher you do not wish to see." Below the message, there is a yellow bar that says "You can book 1 appointments for this parents' evening." Below the bar, there are two dropdown menus: "Class 14" and "Miss S Campbell". Below the dropdown menus, there is a "Continue to Book Appointments" button. At the bottom, it says "Powered by parentseveningsystem" and "Copyright © Room Booking System Ltd 2013".

Check that your child's class teacher is shown here. Please note your child's class will be shown as Year Group and class name e.g. 1 Larch, 2 Willow except for Reception which is just Oak, Ash or Elm. Click on the 'continue to book appointments' button.

Click book to make your appointment with the teacher. If you have entered an email address at Step 1 Login above, a confirmation email will be sent to you.

Leckhampton C E Primary School Send Feedback Logout

Home Appointments

### Make Appointments

Formal Open Evening (14/03/2013). You can book 1 appointment for this parents' evening.

	Miss S Campbell Class 14 <span style="color: red;">No Appointment</span>
15:30	<a href="#">Book</a>
15:40	<a href="#">Book</a>
15:50	<a href="#">Book</a>
16:00	<a href="#">Book</a>
16:10	<a href="#">Book</a>
16:20	<a href="#">Book</a>
16:30	Unavailable
16:40	<a href="#">Book</a>
16:50	<a href="#">Book</a>
17:00	<a href="#">Book</a>
17:10	<a href="#">Book</a>
17:20	<a href="#">Book</a>
17:30	<a href="#">Book</a>
17:40	<a href="#">Book</a>
17:50	<a href="#">Book</a>
18:00	<a href="#">Book</a>

Powered by parentseveningsystem  
Copyright © Room Booking System Ltd 2013

You will now have the option to view or edit your appointment, book an appointment for another child, if applicable, send feedback to school or logout. You can return to edit your appointment at any time by logging in again.

Leckhampton C E Primary School Send Feedback Logout

Home Appointments

### Make Appointments

Formal Open Evening (14/03/2013). You can book 1 appointment for this parents' evening.

**All Finished!**  
Your appointments have been saved and an email has been sent confirming your appointments.

**Changed Your Mind?**  
To change an appointment click on the red cross beside your child's name for the relevant teacher. Be sure to book an alternative appointment instead.

**What's Next?**  
[View/Print Appointments](#)   [Send Feedback](#)   [Book Appointments for Another Child](#)   [Logout](#)

By selecting the appointments tab you are able to view and print out your appointments. There is a link at the bottom of your confirmation email which will log you back into the system.

Leckhampton C E Primary School Send Feedback Logout

Home Appointments

Print Appointments

**Select Evening**

Formal Open Evening  
14/03/2013

**Your Appointments**

	Miss S Campbell - Class 14
15:30	
15:40	
15:50	
16:00	
16:10	
16:20	
16:30	
16:40	
16:50	
17:00	
17:10	
17:20	
17:30	
17:40	
17:50	
18:00	

**Formal Open Evening**

Please sign up for one appointment only per child unless you have spoken to the Class teacher, thank you. Allow sometime before your appointment to view your child's work. Please enter school through the Main Entrance next to the School Office.

Date: 14/03/2013   Time: 15:30 - 18:00

[Add/Edit/Delete Appointments](#)

Powered by parentseveningsystem  
Copyright © Room Booking System Ltd 2013

Laban, Sean and William would like to say an enormous thank you to everyone who supported their cake sale on Friday. They made an amazing £440.00 which will be split between CADCAF and the Cotswold Down's Syndrome Charity.

On 17<sup>th</sup> October 2015 a local resident found a scooter dumped in the hedge in Farm Lane. If you have lost one recently please call 07765717268

## School Lunches

Thank you to those parents who have contacted me regarding our new lunch menu. Whilst the new menu dishes sound rather delicious, they haven't tempted the taste buds of some of our children. It appears that we are missing some old favourites such as the cheese pizza, actual fish fingers and the soup and baguette.

After the half term, I shall be sending out a brief questionnaire which will enable families to highlight which dishes on the new menu they would like to keep and which dishes they would like to bring back. Hopefully this will enable us to create a menu which is both appealing and enjoyable.

Please look out for the questionnaire in the first week back.

*As part of our work on the History of the local area, Year 3 children will be walking around the local area on Tuesday 10<sup>th</sup> November 2015 at 9:30am. We will be exploring how some of the local buildings have changed and developed over time.*

*We will require some parent helpers to walk with us so please let Miss Gill or Mrs Harriss know if you are free to accompany us.*

*We anticipate that the ground will be quite boggy in places as we will be walking across some fields so please ensure that your child has a warm, waterproof coat with them and a pair of wellington boots in a plastic bag.*

*We will only cancel the walk if the weather is very bad.*

*Thank you,*

Since the start of term, we have had a number of children who have either forgotten all or parts of their school PE kit. As I am sure you will appreciate, this causes disruption and delay to lessons which can mean that children have less time for physical activity. Please can you support us in ensuring that the children have their full indoor and outdoor PE kit (all named) in school at all times.

This should consist of:

Trainers  
Black or white shorts (not cycle shorts)  
Plain white T-Shirt  
Green Sweatshirt  
Plain black jogging / tracksuit bottoms  
White PE socks

If you have any problems in fulfilling this requirement then please speak to your child's class teacher.

Many thanks for your support,  
Mr Cook  
Assistant Headteacher