



# Leckhamptonbulletin

## C of E Primary School

Week  
ending 13<sup>th</sup>  
March  
2020

Dear Parents

I thought it would be worth reminding parents that the school website is the place to visit should you need any information about the school. Our prospectus, policies and all things school related are placed online to ensure that parents can access this at any time.

One really important document which is available for parents to see is our whole school curriculum and curriculum policy. The school has invested a huge amount of time and energy in creating a bespoke, knowledge rich, ambitious curriculum for our pupils and staff. Leckhampton has always valued the importance of each subject area and has aimed to provide a broad and balanced curriculum. Each National Curriculum subject area has its own place to shine brightly in our curriculum and we have fantastic subject leads who champion their specific subject.

Parents can see our comprehensive curriculum for each subject across each year, on our website. This detailed information will hopefully help parents to support and encourage their child or children with lessons in school.

By now, all children will have received a hard copy of our Preventing and Tackling Bullying School Charter. Hopefully this charter, along with other measures the school is taking, will ensure that our school remains a safe place for everyone and that incidents are dealt with swiftly and effectively. My sincere thanks to the parent feedback team who played an invaluable part in the construction of the Preventing and Tackling Bullying Policy and Charters.

Please could I remind parents of our Communication Policy which is available on our website. This document has been made available to parents for some time and I would ask that parents pay particular attention to the following information, which will assist with the smooth running of the school – thank you for your support.

### Telephone

Please use the main reception number (01242 524062) to leave a message should you need to speak with a member of staff. A member of our office team will relay messages to teachers as soon as possible.

**Please note that the school office operates between 8.30am and 4.00pm Monday to Friday.**

If a call is urgent, please inform the member of staff taking your call, who will do their best to find a senior member of staff to speak to you as soon as possible. Please note lessons will never be interrupted for teachers to take calls.

### Changes to pick and drop off arrangement for pupils

If you need to inform the school of a change in pick up arrangements for your child, parents/carers must adhere to the following guidelines;

- Please inform the class teacher of any changes to pick up, by letter in the first instance.
- If parents/carers need to make a sudden change to pick up arrangements during the school day, they must phone the school office directly and speak to a member of staff.

- Please do not email with changes to arrangements as we cannot guarantee that the email will be picked up in a timely fashion. Our members of staff have multiple roles and are routinely required to work away from their desks.

Best wishes  
Sam Porter

**Walk to School Week**

Monday 30<sup>th</sup> March to Friday 3<sup>rd</sup> April 2020

More information to follow.

S Taylor

Assistant Headteacher