



GUILLEMONT JUNIOR SCHOOL

NEW TERM ARRANGEMENTS 2010

Dear Parents / Carers

We are looking ahead already to the new academic year and thought it would help if we outlined details of our arrangements for the beginning of term.

Just to remind you that the first day of next term is **Tuesday 7th September**, as Monday 6th September will be an INSET Day.

We allow fifteen minutes from 8.30am to 8.45am for a smooth transition from home to school and we would encourage you all to take advantage of this time and not delay your arrival into school until 8.45am, as then children are rushed. Once children are on the premises at 8.30am they should come straight into class. For those of you who need to drop your children earlier, details of our Before School Club, available between 7.50am to 8.30am, can be obtained from Mrs Thomas at the front office or Mrs Baker.

At 8.45am the register is taken in class and so will school lunch registers. Teachers will help children to choose the meal they want each day. The school meals at Guillemont are nutritious, balanced and very good value for money at £2.00 and are freshly cooked on the premises. Payment must be on the day the meal is taken or can be weekly or termly in advance. Our flexible arrangements mean that children can have any number of meals in a week and mix and match between packed lunch and hot meals. For the first half term the cost of meals will be £66.00 (allowing for 2 INSET Days).

At the end of the school day you are welcome to come to meet your child to escort them home. Children will leave the school via their classroom doors, not the front entrance. The best places to wait are on the edge of the small playground by the double gate next to the car park or at the back of the school next to the Pinewood Park back gate. If you pre-arrange the meeting place children will be able to come out and find you.

Often there are PE / games sessions just finishing on either playground and for security reasons we would like you to wait in the preferred areas, well away from lessons. Sometimes parents have small children with them but I must advise that children should wait close to their parents and **never be allowed to play on the Adventure Playground or near the pond**. Children should only use these areas when accompanied by a trained teacher. All children playing are the responsibility of parents.

Please be aware that the front car park will be closed at the end of the school day and the side car park is for disabled badge holders and taxis only. I would ask parents to please park away from the school when they collect their children due to the congestion that is often seen outside the school at the end of the day. The safety of our children is of the utmost importance to us.

When the weather becomes colder or wet, children will need to wear a coat or jacket to come to school. All children do need a coat for going out to play even if they come to school by car. There is cloakroom space for each child and children must hang up their coats. Children's PE kit, including socks and shoes should be in school every day, going home on Fridays to be washed. Children need a drawstring bag for their kit. Regrettably large bags and rucksacks are not allowed in school as we have very limited storage space. Please be sure that all clothing and belongings are named clearly.

Children change their shoes into their PE shoes to go out to play and this keeps the school nice and clean. Guillemont has 'Healthy Schools' status and we do encourage children to walk to school. We also have a Cycle to School Scheme and facilities for locking bikes up during the school day. If you are interested in this then please contact Miss Sioux Harman, the Site Manager, in the school office.

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Although school has all the equipment your child will need, we do require children to have a small pencil case with essentials for writing, which should have a pencil, rubber, ruler, pencil sharpener, handwriting pen (if appropriate) and spare ink cartridges. All children need a school book bag as reading at home is part of the children's daily homework. These are available from the school office. Rucksacks are not permitted due to the shortage of storage space in school. The only exceptions to this are those children who cycle to school.

Once school gets underway in September, information of after-school activities will be sent home along with your child's class timetable so that you can prepare them at home for their days in school.

For information about our After School Club, which is available between 3.25pm until 5.30pm, please contact Mrs Thomas at the front office.

The 'Topic' for the first two weeks of school will be 'Here, near and far, what's it like where you are' which will include opportunities for art, discussion, friendships, school grounds and the environment. **On Friday 17th September** you will be invited into school during the afternoon to see your children's work **from 2.15pm**. We will be sending this topic home for you to share at the end of the study. Further details will follow in September.

Please find attached a copy of next year's term dates which include 5 INSET days that have already been set as followed:

Monday 6th September, Friday 22nd October, Monday 1st November, Tuesday 26th April and Monday 6th June.

Staffing Changes

September brings the arrival of our new Deputy Headteacher, Mr Denis Foster. Denis will be covering PPA across the school and getting to know all the children in each class while releasing their teachers.

We also welcome Miss Sarah Premier to the Lower Juniors in class SP who joins us in September on a maternity contract to replace Miss Hayden who will be leaving to have her baby at the end of September. Some members of staff have moved from the Lower Juniors to the Upper Juniors and vice versa – as always we like to keep the teachers on their toes!

We are saying "farewell" this term to: Miss Barbara Cook, previously Headteacher and currently acting Deputy Headteacher and wish her well in France, Mrs Lisa Dalgas, an LSA in the Uppers, who is moving with her family to Southampton and Mrs Sally Ley, an LSA in the Uppers, who is leaving us after nine years dedicated service to return to the business world. I am sure you will join me in wishing them all the very best for the future.

School Website

Please log onto www.guillemont.org.uk for any up to date information. Letters can now be received through parent mail to your email address and we offer updates by text where appropriate. If you have not yet taken advantage of this option, please speak to Mrs Thomas at the front office or log on to www.parentmail.co.uk for further information.

May I wish all families a safe and happy holiday; we look forward to seeing you all in September.

Yours sincerely



Mrs Kate Fuller
Headteacher

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