



## QUICK NOTES

Our Mothers' Day Café Event is on Thursday 28th March, during the day, in the school hall. We will be offering timeslots to ensure the hall is not overcrowded. We will send a letter nearer the time.

The Mothers' Day sale will be on the 27th and 28th March. Children will have the opportunity to purchase a small gift for their mums. Information will be sent out nearer the time.

The School Council will be planning our Comic Relief Day this year. More information will be sent out soon.

Achievement Assemblies are held at the end of each half term. We text parents whose children have received an award during the half term. However ALL parents are welcome to attend. Dates and times are available on our school calendar. The assemblies are usually on the last day at 9.30am, but this can vary if other events are taking place, so it is always worth checking the website.

Dear Parents,

It is another busy few weeks with lots going on. The school choir have just performed in Manchester at the Young Voices concert. They were absolutely fantastic—we are so proud of all of them. I would like to say thank you so much to the staff, parent helpers and everyone who came to support the children.



We are very grateful. If you would like to see the children in action, please go to our school Facebook page for photos and videos of the evening. If your child took part and you would like a DVD of the performance, please go to the Young Voices website (<https://www.youngvoices.co.uk/>) to order as many copies as you wish.

I would like to also take this opportunity to remind you that the Local Authority's Code of Conduct for issuing Penalty Notices for unauthorised absence is still having an impact for parents wishing to take their children out of school during term time. Further information is on our school website, but please do come and talk to me if you would like further information.

Thank you for your continued support.

Yours sincerely,

## Dates for your Diary

### MARCH

Fri 15—Red Nose Day

Mon 25—PTFA Meeting  
6pm

Thu 28—Mothers Day Café

Sunday 31—Messy Church 4.30pm



### APRIL

Wed 3rd—Class Photos

Mon 8—Easter Service 10am  
(church)

Thu 11—Easter Disco

Fri 12 Non-uniform (Tins and Jars)

Fri 12—School Closes for Easter

## Morning Problems...

As you are aware, our main school entrance is very small, and is extremely busy in the mornings when children are arriving at school. Please can we remind all parents that children may come into school from **8.50am**, but all children need to come into the school via the main playground (for Year 1 upwards) or the Reception and Nursery entrances. Please do not send your children into school through the main entrance in the morning.



Children will only be accepted through the main entrance when they are late, and the other entrances have been closed.

Children's entrances will be open until just after 9am.

### Fairtrade Competition

Many thanks to everyone who took part in the Leek Fairtrade competition this year, to write a Fairtrade poem. We have had 4 winners from our school this year: Willow Oxford, Leo Evans, Ava Knight, George Wildman.

The Leek Town Mayor will present the prizes to the winners on Wednesday 6th March (11am) at Trinity Church, Derby Street.

### Headlice

Please can you check your children's hair regularly.

Headlice is always a problem in school. Please call into school if you would like advice on how to treat your child's hair if headlice are found.

### NURSERY ADMISSIONS

If you have a child who is due to start Nursery in September 2019, you need to register NOW. Applications for a place in Nursery close at the end of this half term. If your child is in Pre-Nursery you will also need to complete an application form to let us know what sessions you will be needing from September 2019.

### Class Photographs

Just a reminder that Tempest will be coming to take **class** photographs on Wednesday 3rd April.

### Kids Club

Please watch out for Kids Club holiday booking forms. Our Kids Club is incredibly popular and places go quickly. Please let us know if you do not need your Kids Club place, even if it is last minute. We often have a waiting list, and this would really help other parents. To avoid cancellation charges, please cancel Kids Club with at least two weeks' notice.

### Collections from School during the Day.

There are times when you may need to collect your children during the school day e.g. dental or medical appointments. If you do need to collect children during the day, please be aware that our school office is not always manned during lunch times. If you are able to avoid collections from 12.30pm to 1pm, it would be helpful to us, and would prevent you waiting until another member of staff hears the bell!

If you do need to collect at that time, please let us know, and we will make suitable arrangements.

  
We  
Need  
Your  
Help  
Please

## Attendance, Absence and the Staffordshire Code of Conduct

As you may be aware, following the legal court case regarding term time unauthorised absence from school. Staffordshire local authority's has issued updated guidance regarding the issuing of Penalty Notices for unauthorised absence. As a Staffordshire school, we HAVE to follow these guidelines. If you are considering taking your child out of school for a holiday please read the local authority guidance below.

### Circumstances where a Penalty Notice may be issued:

- A Penalty Notice can only be issued in cases of unauthorised absence.
- Use of a Penalty Notice or formal warning of a Penalty Notice for unauthorised persistent lateness/absence will be restricted to one notice/ warning per parent of a pupil per academic year.
- There will be **no limit** on the times a Penalty Notice for unauthorised **leave of absence** can be used in an academic year.
- In cases where there is more than one pupil in a family with unauthorised absences, Penalty Notices may be issued for more than one child.
- The presence of an excluded child in a public place at any time during school hours in the first five days of exclusion.

### Penalty Notices may be considered for **persistent** absence when the following is met:

- There are at least 20 sessions (10 school days) lost due to unauthorised absence during the current and previous term. These absences do not need to be consecutive.

### Penalty Notice for leave of absence (holiday) in term time

- There is any period of absence not authorised by the Headteacher or in excess of the period authorised by the Headteacher. (e.g. family holiday)

Please do come and talk to Mrs Allbutt if you require any further clarification or have any questions about these guidelines.

## Medicines in School

We have reviewed our medicines in school policy and have made a few changes to our policy. We remain happy to administer **prescribed** medicines in school. We will only accept prescribed medicines in their original container as dispensed, and will not be able make changes to dosages without confirmation from the original prescriber. Parents/ carers need to complete a medical form. Copies are available from the office or on our website.



As we have lots of medicine to administer every day, we would appreciate it if you did not send in medicine that needs to be given **3** times a day, *unless your child attends Kids Club*, as this can be administered at home (in the morning, at home time and last thing at night).

In addition, we have reviewed our administration of paracetamol based suspension e.g. Calpol. We **will** administer paracetamol based suspension during the day. Again, parents must complete a medical form and clearly state the time of the last dose on the form. The school will inform parents **by text** of the time further doses are administered. It is the responsibility of the parent to ensure that the school has an up to date mobile number, and that the parent checks this information before further doses are administered at home. Staff cannot give a child under 16 aspirin or medicines containing ibuprofen unless prescribed by a doctor.

**A copy of our full Administrations of Medicines policy is available on our website.**

All Saints' CE(A) First School

Phone: 01538 714915

E-mail: [office@allsaints-leek.staffs.sch.uk](mailto:office@allsaints-leek.staffs.sch.uk)

### Scooters in School

Children are welcome to come to school on their scooter or bicycles.

Please can we ask parents to remind the children to walk down the driveway with their bikes and scooters, as riding down a steep slope full of children and parents is extremely dangerous.



### Uniform

Our school uniform is designed to be flexible, reasonably priced and comfortable for the children. Children can wear burgundy or white polo shirts (with or without the logo), a school jumper, cardigan or fleece, grey trousers, shorts, skirts or pinafores, and the girls also have the option of a summer dress.

For your information, we still have two local uniform stockists where parents can buy our school uniform. Uniform can be purchased from Supersports on the Macclesfield Road. Uniform can also be purchased from Kidwise. Although the Kidwise shop has now closed, the company are still trading online. You can purchase school uniform at <https://kidwise.co.uk/>. If you live

within 4 miles of Leek, uniform will be delivered free of charge (minimum order £10). Orders placed before 5pm will be delivered the same evening or the next day, depending on stock availability.

Please also remember that school trousers and white polo shirts (without a logo) can be bought from local supermarkets and shops. Some retailers provide very competitive prices.

Can we remind parents that the school PE Kit is burgundy T-shirt and shorts, and uniform items such as coats, hats etc are optional.



### Text Service App

Our school text service has a new app which you can use to store and retrieve previous school text messages, and find out basic information, like term dates. Search the AppStore or Android store for Teachers2Parents. You will need to use the phone number registered with the school to access the app. Keep up to date with our Facebook page too!



You may have noticed the outdoor metal Toy Bank near the school garage. We are collecting your reusable plastic/wooden & soft toys which will then be exported to third world countries and socially deprived areas where people are unable to afford toys for their children.

In addition, the lack of plastic waste in landfill, or in our oceans will help the environment, and the money received for each collection will be used by the school council to improve sustainability, recycling and the environment.

Please put your used (but usable) plastic/wooden/soft toys in the bin for us! Thank you.