

newsletter

September 2023

Inspiring and Growing for Fullness of Life



Welcome back everyone; we do hope that you have all had an enjoyable break.

We have been busy in school over the summer with new infant and junior toilets, a new trim trail, an updated library and staffroom, we have added some photographs for you to view. The school is looking amazing, thanks to some incredible staff and parents!

All of our documents have been sent out again this term and can also be found on our [BookBag](#), please take time to read the documents as they will be useful throughout the year.

May I also take this opportunity to welcome Mrs Baker, Miss Dunn & Mrs Griffin, whom have taken on roles across the school.

Diary Dates are attached and clubs listing is also available to view in Bookbag.

Finally, welcome to all our new children and parents; St. James' is a happy friendly school which truly is at the heart of the community – we hope you and your children are very happy here. We will do our best to make you feel like part of our family. **WE HOPE YOU ALL HAVE A WONDERFUL START TO TERM!**

Lisa Norfolk

Headteacher





Important Information

Start of term arrangements... just a few things to remind you about!

ATTENDANCE

Please ensure your child attends school every day and contact us to let us know if your child will be absent and the reason—this is very useful to track trends in illness.

School gates open daily from 8:25am to 8:40am

Children should go straight to their classroom where staff will be ready to greet them. All children should access the outer class doors rather than the main school doors with the exception of Y5 and Y6 who need to enter school through the door opposite the KS2 toilets and take the near stairs to their classroom.

All pupils will leave school at 3pm and parents may collect them from the playground. Juniors will wait for parents in the area next to the PTA sheds.

From Monday please say goodbye to your child at the gate if possible, children will then make their own way to class



COMMUNICATION WITH TEACHERS AND THE SCHOOL

If you need to pass on a message in the morning to your child's teacher please either call the school office or email admin@st-james-pri.gloucs.sch.uk—this is the quickest way to get a response. Mrs Smith and I are also on the gate and are happy to pass on messages, water bottles etc. Please refrain from emailing teachers directly—

Tracy Clarke and Hazel Martindale will be able to help you and ensure a speedy response.

Staff are available to chat with you after school.

SCHOOL UNIFORM

The school will continue to operate a dual uniform approach. Children may wear their PE Uniform on days that they have sport (in school lessons or after school) and School Uniform at all other times. May I please remind parents of the importance of ensuring that all items of uniform are named; it is impossible to return unnamed uniform to its' rightful owner and we really do not have enough space to store a lot of lost property. Any unclaimed, un-named lost property will be disposed of at the end of each half term.

Please remember we do not allow any type of earring to be worn, those that have newly pierced ears may cover them with tape until they can take them out. A **no earring policy** ensures that all children are safe at all times.

Please come and speak with us if you have any concerns.

Please refrain from sending umbrellas in to school—they do not fit into lockers and become a trip hazard.

LOST PROPERTY

This can be found outside near the stage; you may look through (as can the children) at any time. Named uniform is usually returned as soon as possible to its owner so the uniform here is usually unnamed! Towards the end of each term we will place all lost property on tables outside of the doors and any left over by the final week of each term will be given to the PTA for resale. More 'desirable' lost property is kept at the office such as glasses, mobiles, keys etc.



NUT ALLERGIES

We currently have several children in school who have very severe nut allergies. May I please remind parents that they are asked not to provide peanut butter sandwiches, bags of peanuts (or mixed nuts) or other products which are obviously nut based. We are aware that many food products display warnings such as 'may contain traces of nuts'. Parents do not need to eliminate all of these from lunchboxes but be sensible.



MID-MORNING SNACKS

Please also remind your child that snacks should be: fruit, fruit based products e.g. fruit bars, bread sticks, cereal bars or similar. Freedom Friday is the only day that we allow other snacks. Any child bringing in crisps etc. on any other day will be asked to put them away. We hope to encourage healthy eating but also the ability for children to make choices and understand how balancing a diet works. PLEASE NO NUTS OR CHOCOLATE FOR SNACKS, OR SWEETS IN SCHOOL.



BIKES AND SCOOTERS

We actively encourage all forms of bike and scooter, please use the scooter and bike racks provided both within the gates and at the front of the school. We cannot accept responsibility for any lost or stolen bikes or scooters.



PLAYTIMES

Unless the weather is absolutely atrocious they will be outside at this time—please ensure that they have adequate wet/cold weather protection in the form of coats, warm hats and gloves and wellies in school this term. Please note there is a very high level of supervision offered to children when playing so there is always an adult for them to see. There are also two first aid stations available to them and equipment to play with and books to read. They are well catered for.



LUNCHES

Children go in to lunch in age order as we find the older children are much more able to wait than the younger ones. Therefore it is important that they have a snack mid morning. There is always plenty of food for the older children and it is unusual for there not to be their choice on offer. Choice issues are usually due to younger children dropping their food or forgetting to order. The older children often get extras at the end rather than too little. Portions are of a good size but as always part of this is made up of the 'healthy stuff' (vegetables and salad) which they often choose to not eat. If you are worried about your child's eating habits (slow, not enough, too much, hungry) let us know and our midday supervisors including myself and Mrs. Smith can monitor.

TOILETS

We are really pleased with the toilet refurbishments in KS1 and KS2 and so are the children. We have trialled all sorts of scenarios with our toilets and spoken to lots of children. The arrangements have now been set.

KS1 toilets - single sex toilets in the same space as before but with higher doors and no urinals. The door has been removed so we can see what they are doing when washing and drying their hands.

KS2 toilets - single sex toilets in the same space that they were in before with a communal hand washing and drying area. Cubicles are floor to ceiling so that children cannot look over and the urinals have been removed.

Sanitary bins are currently in one of the 6 girls toilets and the fully separate toilet which is also used as a disabled toilet, we have also included a range of sanitary pads in here.

We are currently purchasing one additional sanitary bin to be used in these toilets. Please note that we usually have only a very small handful of girls that reach menstruation by the end of year 6 (often only 3-4 girls)

Reception Toilets - unisex and have not been updated

Additional self-contained Toilet by the old infant library can be used by anyone and includes complete separate facilities

Toilets are monitored at by staff at play and lunch.



LUNCHTIME PLAY

The playground is supervised throughout lunch with a large number of staff, there is a wealth of things to play with including PlayPod, library, trim trails and balls etc. There are two first aid areas and children are encouraged to seek out an adult if they need anything. The toilet area is also monitored during playtimes.



HOME SCHOOL AGREEMENT

We are sending home our home school agreement to be signed annually. This is something that historically parents have signed in Reception. All other trust schools and the majority of schools send it home at the start of every year. This ensures that all can work together in partnership and that expectations are understood by all. As a school we have a number of policies that staff have to adhere to so it is useful to summarise for parents and for everyone to be aware of expectations. As always, thank you for your support.

BALLS FOR FOOTBALL/GAMES

Balls brought in by children are allowed in the juniors. They must be clearly named and cannot be leather. Children need to remember that if they bring a ball to school then other children may want to play with them and the ball and sharing is imperative and a wonderful value to have.



TOY CRAZES!

It's lovely when children become immersed in a craze or new craft; Loombands, football stickers, Pokémon cards and even making pom poms. As a school we do not discourage these activities; they unite the children as a group, give them a sense of purpose and enjoyment and often lead to fundraising for charity. We allow the children to bring in these things as long as they do not impact on the classroom or upset the children. We like parents to remind children about the events that can cause anxiety related to these toys such as giving things away or swapping them and then wanting them back and ask that children do not come in and out of the classrooms to collect or stow their toys during play and lunch. If the toys become a huge distraction for certain year groups they may be asked to leave them at home for a period of time.

PE UNIFORM—MONKHOUSE UNIFORM UPDATE

A reminder that PE Uniform is blue. There seems to be a shortage of some supplies at Monkhouse so please be patient. We appreciate this and would rather welcome children in any colour until the outstanding orders are completed—there seem to be only a few.

Please remember we expect children to now attend wearing the following:

Navy Blue either school logo or unbranded: shorts, skirt, leggings, tracksuit bottoms or joggers and t-shirts, hoodies, sweaters or tracksuit tops. We would be grateful if you could purchase a logo sports top from Monkhouse Uniform but all other kit can be purchased from any shop if devoid of logo. There is funding to support the purchase of tops for families in receipt of pupil premium.

Please contact us if you need support.

PARENT INFORMATION SESSIONS:

Parent Information Sessions are back! Please join us in the hall at 8:50am for a chance to meet the teachers and receive information that will be useful this year.

11th September - Y4 Parent Session 8:50-9:15 in the hall

12th September - Y2 Parent Session 8:50-9:15 in the hall

13th September- Y3 Parent Session 8:50-9:15 am in the hall

14th September - Y6 Parent Session 8:50-9:15 am in the hall

15th September - Y5 Parent Session 8:50—9:15 am in the hall



Teachers will need to return to class at 9:15am, any extra questions etc. please email admin@cheltenhamschools.co.uk or speak to the teachers at the end of the day.

Year 1 parent info session took place before the summer break.

Reception Parents will have two evening sessions once the children are in full time.

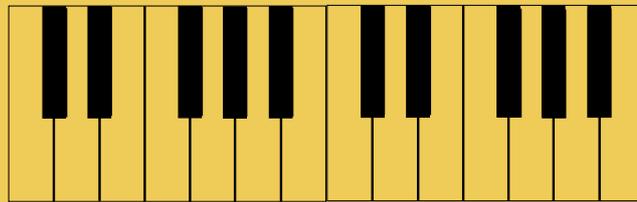
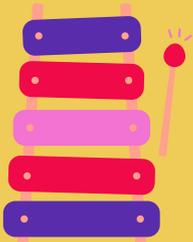
This term our usual presentations for EYFS, Phonics and SATs sessions, maths and reading sessions for all parents will take place. Information will follow later this term.

Peripatetic music lessons

Peripatetic music lessons are available in school for the following instruments; woodwind, brass, piano, drums and guitar. Please collect a letter from the office if you are interested in your child beginning to learn. Children will once again receive weekly music lessons from

Mrs. Wilson in Y1-Y6 and whole class music session to learn an instrument in years 2-6.

Any parents or relatives with a musical background who would like to share their expertise - please see Mrs. Wilson - she would love to hear from you.



No Child Left Behind

We are pleased to be part of the No Child Left Behind project across Cheltenham.

No Child Left Behind is a project in Cheltenham, UK that aims to help all young people to thrive. In 2018, Cheltenham partners commissioned a needs assessment that highlighted that there were around 4400 children and young people in our town living in poverty. It also showed that, when compared to their more affluent peers, they faced significant challenges such as poorer educational attainment, higher rates of school exclusion, poorer mental and physical health, were more likely to be under social care and were more likely to be victims of crime. We wanted to change this... We will share further information via Facebook.





SCHOOL DEVELOPMENT PLAN 2023-24



T TEACHING & LEARNING

Target 1: To further develop our collaborative learning approach
Target 2: To embed Oracy via Voice21 across all aspects of school life
Target 3: To ensure ambition for all

L LOOKING AFTER OUR SCHOOL FAMILY

Target 1: To support children's emotional wellbeing and mental health
Target 2: To enhance the implementation of the Relationships Policy
Target 3: To develop an understanding of diversity and inclusion

C CURRICULUM

Target 1: To further embed and develop the role of subject leadership in effective monitoring and improvements across all year groups
Target 2: Subject leaders to further develop understanding and links between EYFS and NC frameworks
Target 3: Develop assessment of foundation subjects, with reference to ARE and new assessment systems

Here is our new school develop plan for 2023 - 2024

This year we will be focusing on the areas listed above. Staff have created action plans to support this and the school will monitor its impact through the year. The school takes onboard any feedback from stakeholders, DGAT and advisors to ensure continued success. Whilst this is the main drive for school improvement we will still be developing many other areas.

Our parent questionnaire responses will be shared next week, thank you for your comments and suggestions.

THANK YOU



Safeguarding

Safeguarding our children is the most important part of everyone's job here at St. James'. Everyone is responsible for safeguarding. If you have any concerns please speak to one of our safeguarding leads. The DSL (Designated Safeguarding Lead) and or a DDSL (Deputy DSL) is ALWAYS on site. ALWAYS SHARE.

Here is a link to our [safeguarding policy](#) Governor Responsible for Safeguarding: [Mr. Simon Ellson](#)



Mrs. Caryn Smith - Deputy Headteacher
Phase Leader Y3/4- DSL



Mrs. Sarah Mckenzie - Phase Leader Y5/6



Mrs. Lisa Harford- Head teacher - DDSL



Mr. Stuart Bradley- Phase Leader Y1/2 DDSL



Mrs. Charlotte Price - Phase Leader EYFS - DDSL

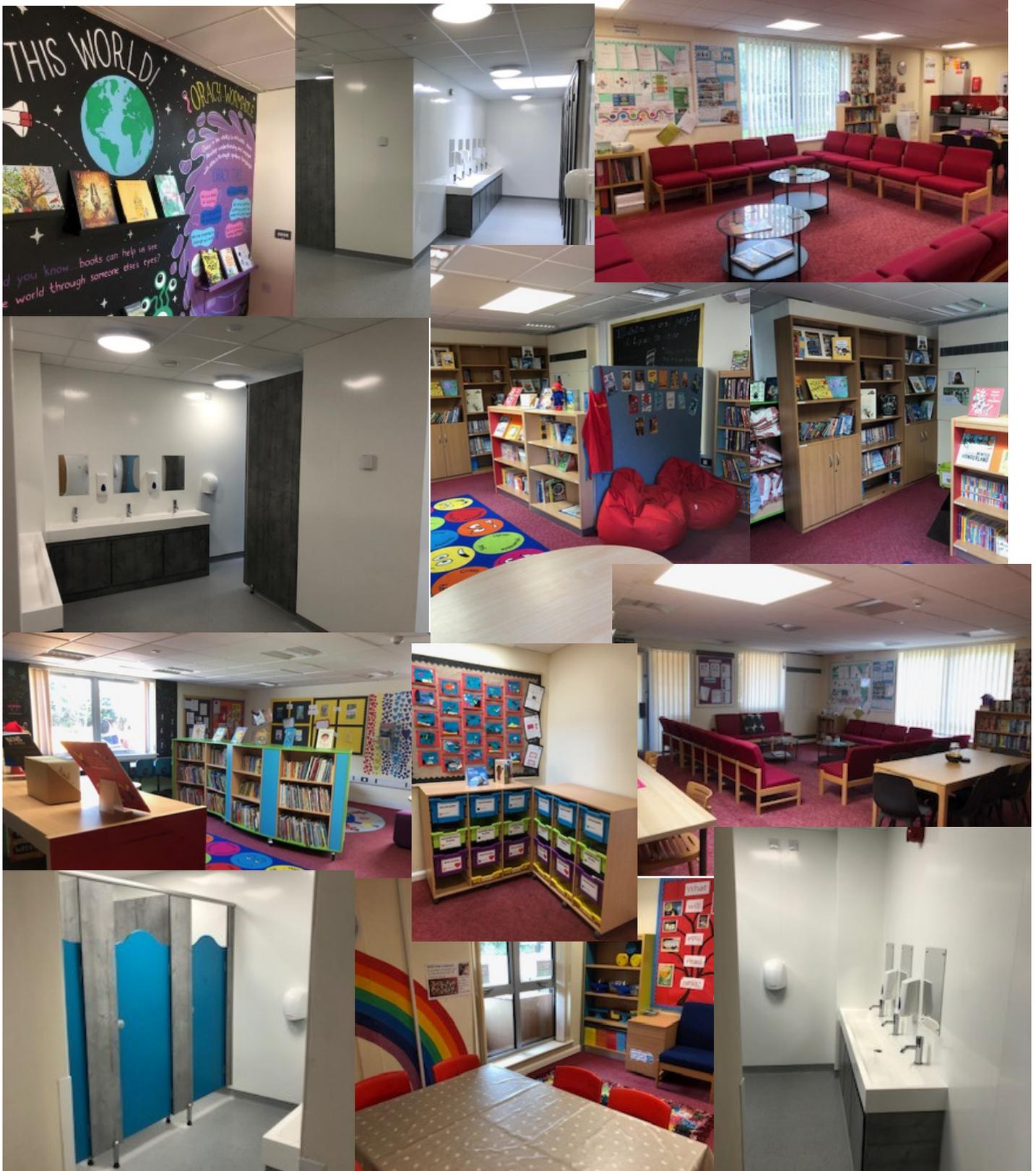


Mrs. Kate Wood- Pastoral Leader - DDSL

Report anything you are worried about.

Safeguarding your children is really important, each year staff complete training and keep their knowledge and understanding up to date.

Our **Designated Safeguarding Lead** continues to be **Mrs Smith** with a large team to support her. If you have any concerns or questions please feel free to talk to any of the staff above. They all have a higher level of training.



What great changes to our school environment!

Our school priorities over the summer have been to update our toilets and school library. Both spaces are now complete. I am sure that they create a brighter and better environment for our children.

The library has been sorted so that books for both infants and juniors are contained in the same area giving children a greater choice.



Safe Parking

Thank you to those of you that are walking, scooting and cycling to school. It really helps cut down pollution levels, increases our pupils activity rates and keeps our school site and the surrounding roads safe.

Sadly, we have already had communication from local residents and the Merestones Road Association regarding a small number of cars parked on double yellow lines. Please be mindful and ensure that where and how you park ensures the safety of our community.

This week it has been reported that 6 cars on Billings way and 15 cars on Merestones Drive have parked on double yellow lines. Please park safely and legally at all times.

Parking enforcement officers will be visiting our site over the next few weeks.

Please note that if you wish to report any parking issues the details are listed below.

Complaints about Parking

Complaints about Penalty Charge Notices

We cannot respond to complaints regarding Penalty Charge Notices (PCNs) because there is a legally prescribed appeals process already in place. The established legal procedure for contesting parking fines is set out on the back of each PCN and on our website, at the following link : [PCN appeals](#).

Reports of parked vehicles which are causing an obstruction or which are causing a hazard to other road users / pedestrians

These should be directed to the police. They can be contacted on the non emergency number 101. This is the case even when parking restrictions are in effect.

Reports of parked vehicles which are in contravention of parking restrictions (i.e. parking on a double or single yellow line, or parking for longer than is permitted in a limited waiting area)

These should be directed to the council's Parking team. They can be contacted by email at parking@gloucestershire.gov.uk or by telephone on 01452 425610 (please wait until all 5 options have been given as the line will then connect you to a member of the team). Please note that this is not an emergency service, and a civil enforcement officer will not necessarily be available to attend the site the same day as the contravention.

