



NCEA Warkworth Primary School

Summer Newsletter

Dear parents/ carers,



We hope you've all had a lovely summer break!

We're all looking forward to welcoming everyone back and we'd like to extend a very warm welcome to our new starters throughout school and we are looking forward to getting to know you all.

We have a training day on Monday 6th September but we will see you all on Tuesday 7th September (see staggered drop off and pick up times below).

We're busy updating Dojo at the moment so you should be able to contact your new class teacher from Monday 6th September. For now, if you have any questions, please contact me directly on Dojo or I'll be in school from Tuesday next week so feel free to pop in or contact school on the main line. As always, we're here to help so please get in touch if you need anything.

Covid 19

In school, we will continue to carry out robust hand and respiratory hygiene and additional cleaning arrangements. We will also continue to operate staggered drop off and pick up times, on PE days pupils will be able to come in their PE kits and there will be staggered lunch and break times for different key stages.

Please note: There will be no one way system working from September, the gate in the car park will now be locked.

Group 1: Two year olds, Nursery, Reception and Year 1 pupils (**with no older siblings in group 2**).

Group 1	Arrival Time	Drop off/ Pick up Location	Pick up Time
2 year old provision	9am	Main office	11.30am
Nursery beginning of week	9.10 am	EYFS building	12pm (Wednesday) 3.10 pm (Monday & Tuesday)
Nursery end of week	9.10 am Apart from Wednesday 12.30 pm	EYFS building Car park gate	3.10pm
Reception	9.10 am	EYFS building	3.20pm
Year 1	9.10 am	Year 1	3.20pm

***Please can parents remain at the bottom of the ramp into the EYFS building to ease congestion for drop off and pick up. A member of staff will be there to greet you.**

***Please note: We are unable to take two year olds earlier than their allocated time if they have an older sibling, due to staffing.**



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Group 2: Year 2, 3, 4, 5 and 6

Group 2	Arrival Time	Drop off/ Pick up Location	Pick up Time
Year 2	8.40 am	Year 2 door	3pm
Year 3/4	8.40 am	Main entrance	3pm
Year 5/6	8.30 am	Year 5/6 gate (carpark)	3pm

Parents with children in group 1 and group 2

Morning routine: If you have a child in group 1 as well as group 2 we ask that you drop the older child off first and then follow the instructions for Year 3/4 or Year 2 depending on which class your other child is in.

Nursery, Reception and Year 1 will also be open for pupils with older siblings in group 2 at **8.45 am**; however, if you are going to drop your Nursery, Reception or Year 1 child off at 8.45 am then you also must pick your child up at **2.55pm**.

Pick up routine: Please can you collect your Nursery, Reception or Year 1 child first and then go to collect your older child.

Year 5 and 6 can also walk to and from school. If you don't live in Warkworth is it worth considering whether a group of Year 5 or Year 6 pupils could meet somewhere before school and walk in or home together? This would help develop independence, prepare pupils for JCSC or Duchess and also help to ease congestion around school. We do also understand that changes to timings may cause frustration for some parents who have siblings in different year groups or may mean you have to change your plans. We really have tried to consider all possible options and discuss individual family circumstances to try and create a plan that will work for as many families as possible. **Please get in touch with your child's class teacher if you need to discuss drop off and pick up arrangements.**

Breakfast and after school club

We have a steady number of children coming along each day and they all enjoy a healthy nutritious breakfast before embarking on their learning activities.

A typical morning at breakfast club would involve:-

- washing hands before eating a healthy breakfast;
- helping to clear away the plates;
- having fun interacting with friends;
- playing games e.g. marble run and frustration and
- making cards, decorations, origami etc.

After school club activities may include:-

Board games, card games, construction, art, play dough, computer games, cooking, crafts, homework support, seasonal celebrations, outdoor play & forest school activities, computers and interactive whiteboard time.

New children are always welcome – please contact Mrs Gibson Tel. 711369

Breakfast Club	Drop off between 7.30 – 8.00am	Drop off between 8.00 – 8.30am	Drop off between 8.30 – 8.45am
Cost	£5	£4	£2
After School Club	From 3 – 4.00pm	From 3 – 5.00pm	From 3 – 5.30pm
Cost	£4	£8	£10



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After school clubs led by staff and NUFC

We aim to get these started up again from the week beginning 20th September and will let you know details in due course.

Attendance

Pupils are expected to be in school at their allocated time to register.

If your child arrives up to 10 minutes after their allocated time it is recorded as a 'Late' on the register.

If your child arrives more than 10 minutes after their allocated time it is recorded as 'Late' but also as an 'Unauthorised' absence.

Please help us promote good attendance throughout our school – you really do play an important role.

Attendance really does matter!

- 98 percent attendance means four school days missed
- 95 percent attendance means 10 school days missed
- 90 percent attendance means 19 school days missed
- 80 percent attendance means 38 school days missed

Five minutes late each day means three school days missed.



Uniform

The uniform requirements for pupils in Nursery up to Year 4 are:

- Green polo shirt (optional logo)
- Green jumper (optional logo)
- Black trousers (no longer grey)
- Pinafore, tartan skirt, green or black skirt
- Green or black tights only
- Plain black or grey socks
- Dark green cardigan or jumper (logo optional)
- Black shoes, **no ankle or knee boots or trainers please.**

The uniform requirements for pupils in Year 5 and Year 6:

- Blazers and ties with white shirts (ties can be all green or green & white striped, whichever is preferred)
- Black trousers
- Pinafore, tartan, plain green or black skirt (not grey).
- Green or black tights only
- Black shoes, **no ankle or knee high boots or trainers**
- Please can we ask that everyone in Years 5 and 6 wear their school tie as this is part of the school uniform.

PE kit

A house allocation for PE kit will be given to your child when they join Reception, this corresponds to a colour. Reception pupils do not need PE kits until the summer term.

The standard requirements for PE are:

- A t-shirt in either the school colour or your child's house colour
- **Plain** black shorts, joggers or leggings (no branding please).
- **Plain** black hoodie/jumper as we go outside regularly. Trainers, there is no need for black sandshoes.



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Hair accessories

Over the summer term we had a colourful array of headbands and bobbles coming into school. As we're starting the new school year, please can we ask that head bands are plain black or green and so are hair bobbles. Any clips or bows also need to be small, plain and either black or green. Please also make sure that medium/ long hair is tied up.

School vision

The vision at NCEA Warkworth Primary leads everything we do and was developed in partnership with pupils, staff, governors and parents in 2018. We 'Strive Together As One' (Philippians 1:27) as a school community in all that we do!



The first part of vision is the Christian value of **Community**. The symbol above is the one pupils picked because they felt it showed that everyone is interlinked and works together.



The second Christian value at the heart of the vision is **Love**. Pupils created this symbol because they felt that the rainbow heart represented that everyone was individual and unique but that at NCEA Warkworth Primary we are also one.

From the Christian value of Love comes our school rules also designed by pupils:

- love yourself ;
- love each other and
- love the world!

Pupils moved 'love yourself' to the start because they felt their own mental health and wellbeing should be a priority . They felt that they couldn't love each other and the world unless they loved themselves first.

Then came Strive Together as One (Philippians 1:27).

Pupils really wanted to summarise what the vision meant to them and they felt this quote did this. They then added the # at the front to remind them to behave online as they do in real life.

Church of England's Social Media Guidelines:

- Truth - we should hold ourselves to high ideals of checking that what we post online is fair and factual.
- Kindness - we are all different and that makes the world an interesting place – and at times a challenging one. Think the best of people, whether they share our views or are speaking against them and aim to be constructive in the way we engage.
- Welcome - in the language we use and the way we interact.
- Inspiration - to use social media in a way that genuinely engages others.
- Togetherness – it is crucial we treat those around us with respect, we must work as one.
- Safeguarding - if you have any concerns about the wellbeing of children, young people and vulnerable adults, please [contact the](mailto:contact@warkworth.ncea.org.uk) Designated Safeguarding Lead: Mrs Ritson or Deputy, Mrs Coils.



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Behaviour policy - Good to be Green

Our 'Good to be Green' programme runs from Reception to Year 6. The school acknowledges all the efforts and achievements of children, in and out of school and we aim:

- To foster attitudes based on honesty, trust, tolerance, understanding and respect for others that develop from a sense of self-worth.
- To create an environment of equal opportunity where expectations are high and each child can develop individual strengths in order to attain their full potential.
- To provide an environment which is secure, safe, supportive, happy, stimulating and welcoming to everyone.
- To further develop the working partnership between home, school and the wider community.
- To teach pupils to safeguard a healthy lifestyle, including mental well-being, and keep themselves and others safe.

Here is a quick reminder of how it works:

- If your child is 'green' all week they will receive 4 Dojo points and the class with the most Dojo points each half term will receive a treat – it's a real team effort.
- All children will also receive Dojo points from members of staff and governors, these focus on our Christian Values in addition to our growth mind set values e.g. 'I have shown a 'can do' attitude. **However, we do plan to review these with pupils this year so this may change.**

- As well as green cards there are also yellow and red cards. All children before receiving a yellow card will have a discussion with a teacher/ member of staff about our values and the school rules.
- If the behaviour continues, a yellow card will be given, this is an opportunity for the child to change their behaviour. There will always be the opportunity to change this back to green within the same day and all children will **always** start a new day with a green card.
- A red card may be given if the behaviour continues. A red card may also be given immediately if:
 - A child intentionally hurts another child, or there is a major breach of a school safety rule. The child's parents will always be informed of the incident.
 - Children who receive a red card will incur a consequence commensurate with the level of unacceptable behaviour – for example losing a reward or privilege, being moved or asked to re-do a task.





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All staff at NCEA Warkworth Primary are dedicated to supporting the holistic development of every child and we believe that talking to your child, supporting them through misunderstandings and friendship challenges is key to their social and emotional development. Therefore, please do not worry if they say, 'I've been into Mrs Ritson's office' or if a member of staff has asked to talk to them. I know we say this every year, but we really do need to emphasise that listening and talking to pupils is central to everything that we do. We will get in contact if we have any concerns.

From September, we're also introducing 'Teacher Time,' which is a time each day when pupils have additional time to talk to their class teacher about their worries, friendship challenges or to share what they've been up to. We feel this additional time will further support our focus on mental health and wellbeing.

What is the star board?

Every child from Nursery - Year 6 will have a star in school every term. Throughout the term all children at some point will go on the star board and will be acknowledged for demonstrating one of their characters:

Civil character – skills needed for responsible citizenship. E.g. helping others, volunteering and global citizenship.

Performance character – habits that enable us to respond well to a range of experiences. E.g. Self-discipline, courage and honesty.

Moral character – behavioural and psychological capacities. E.g. resilience, determination and creativity

Therefore, **all** children will be on the star board three times throughout the year. This will be celebrated in celebration worship every Friday.

The focus will be on teamwork, supporting each other and encouraging pupils to talk about what they are truly proud of.

We will also be reviewing this strategy, following discussions we had with pupils in the summer term. We will update you once pupils have decided what they would like to do!

Celebration worship for parents (parents from Reception to Year 6)

We won't be starting this in the first term but hope to restart this in the spring. We are also hoping to offer lots of opportunities for families to come back into school but please bear with us as this will be a gradual process and each event will have to be carefully organised, and as always, the safety of pupils, staff and parents will be paramount.

Social action in school

Over the last two academic years it's been really tricky for pupils to lead social action groups as they used to do this in mixed year groups; however, we hope clubs will be up and running fully this year! At the moment we plan to have: Eco Committee (Reception to Year 6), JASS (Year 5/6) and Worship Crew (Year 2-6). In addition to this, don't forget, we have a Community Curriculum; this means that all pupils will be taking part in social action and making a difference throughout the year as it's embedded in everything we do.



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Packed lunches

The UK government produced packed lunch guidance to support the implementation of new school food standards for school lunches and ensure that all children benefit from eating quality food during the school day.

The guidelines are:

- One portion of fruit and one portion of vegetable or salad every day to be included in packed lunches.
- Meat, fish or another source of non-dairy protein should be included every day. Non-dairy sources of protein include lentils, kidney beans, chickpeas, hummus, peanut butter and falafel.
- An oily fish, such as salmon, should be included at least once every three weeks.
- A starchy food, such as bread or pasta, rice, couscous, noodles, potatoes or other cereals, should be included every day.
- A dairy food, such as semi-skimmed or skimmed milk, cheese, yoghurt, fromage frais or custard should be included every day.
- Free, fresh drinking water should be available at all times
- Please include only water or milk in pack lunches.

- **Snacks such as crisps should not be included daily.** Instead, include nuts, seeds, vegetables and fruit (with no added salt, sugar or fat). Savoury crackers or bread sticks served with fruit, vegetables or dairy food are also a good choice
- **Confectionery such as chocolate bars, chocolate-coated biscuits and sweets should not be included.** Cakes and biscuits are allowed but these should be part of a balanced meal.
- Meat products such as sausage rolls, individual pies, corned beef and sausages / chipolatas should be included only occasionally.

If you would like to find out more about these guidelines, please follow the link below:

To ensure consistency and to keep packed lunches in line with food standards for school meals, packed lunches should not contain the following:

- Fizzy / sugary drinks in cartons, bottles or cans.
- Fruit flavoured squash or drinks such as Ribena, Capri Sun or Fruit Shoots.
- Chocolate-coated products / sweets / confectionery. Chocolate spread as a filling for sandwiches.
- Chewing gum
- Sugared / toffee and salted popcorn
- Energy drinks





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Occasionally, the following may be included:

- Snacks such as crisps
- Meat products such as sausage rolls, individual pies, corned meat and sausages - these foods have a very high fat and salt content.
- Cakes and plain biscuits are allowed but children should be encouraged to eat these only as part of a balanced meal.

Some pupils within the school suffer from food allergies. **NCEA Warkworth Primary has a no nuts policy** as some children can have an extreme allergic reaction to nuts. Please do not send any products that contain nuts into school.

The school also recognises that some pupils may require special diets that do not allow for the standards to be met exactly. In this case, parents are urged to be responsible for ensuring that packed lunches are as healthy as possible. **If your child does have specific dietary needs, please come and discuss them with Mrs Gibson or Mrs Ritson. We also ask that all pupils have water bottles in school but please only fill with still water.**

Earrings in school and for PE

In school:

Pupils should only be wearing 1 small stud earring in each ear – no hoops or dangly earrings please for health and safety reasons.

For PE:

Please ensure that your child can cover their earrings using tape before a PE lesson starts or they can remove them independently. From September, we are unable to do this or provide tape so please make sure your child is able to do this independently and there is tape in their bag.

Birthday cakes

We love to celebrate children's birthdays in school by hearing what pupils have been up to and singing happy birthday; unfortunately, we are unable to give out any further cakes/ biscuits and sweets. Please could we ask for these to be kept at home for parties and your own celebrations or you could hand them out after school.

Parents of children in the Two's Room

We look forward to welcoming you back and meeting our new starters too. Just to let you know Miss Fife, our EYFS Lead (leader of Two's, Nursery and Reception) will be organising training on Tapestry (our online learning journeys) for you, a letter with all dates to follow. If you have any questions, please catch Miss Fife or contact her on Class Dojo.

General Data Protection Regulations (GDPR)

We need to collect permissions annually from parents to comply with GDPR regulations. Therefore, you will be requested to complete a special form through ParentMail. It will detail all the permissions that we need to comply with regulations. Please can you fill it in as a matter of priority.



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School milk & dinner money

Free school meals - what is it and can I get it?

All children in Reception, Year 1 or Year 2 are currently entitled to free school meals regardless of your household income.

From Year 3 onwards your children could get free lunches, and sometimes milk, at school if you are receiving one of the benefits below:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The Guarantee element of State Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit 'run-on' - the payment someone may receive for a further four weeks after they stop qualifying for Working Tax Credit
- Universal Credit - if you apply on or after 1 April 2018 your household income must be less than £7,400 a year (after tax and not including any benefits you get) at the time of your application. If your income goes above the threshold in the future, but you remain on Universal Credit, your child will still be eligible (see below). If you applied before 1 April 2018 there was no household income threshold for Universal Credit claimants.

Some children attending the nursery provision may also be eligible for free school meals providing parents meet the criteria detailed above.

Please get in touch with Mrs Gibson if you would like any advice or help.

School milk

Milk for the whole of the autumn term (Sept. – Dec.) costs £10.35 (this includes an EU subsidy) or is free to any pupils who will still be aged 4 or below on 17th December 2021.

- If your child is aged 4 or below we will assume that he/she will be having milk unless you tell us otherwise.
- School dinners cost £2.20 per day.
- Parents can pay for school milk/dinners via the ParentMail app.

Fruit for all!

Children in all year groups will receive fruit at break time through the national School Fruit & Vegetable scheme. The scheme provides free fruit for children in EYFS and KS1 school pays for children in KS2 as we recognise the importance of children having a healthy snack at break times.

Music lessons

Please see attached letter from Music Partnership North for more information.

Children with medical needs

Please keep us informed of any medical needs that your child may have. If your child has any of the following medical conditions, please can you let Mrs Gibson know as soon as possible : anaphylaxis, asthma, diabetes or epilepsy.

Mrs Gibson will be contacting parents of children that we already know have one of the conditions listed above to update our records.



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Accidents at home and in school

If your child has an accident at home resulting in an injury please can you let us know asap - we will ask you to fill in a pre-existing injury form. If your child has an accident at school, staff always fill in a form detailing how the accident occurred and whether first aid was administered. In addition, please be assured that staff always inform parents of any major accidents or if the accident resulted in a head bump/injury.

Medication

If your child needs any form of medication whilst they are in school please can you make arrangements with Mrs Gibson.

Mobile phones

Children in Years 5 & 6 are permitted to bring their mobile phone to school; however, they will not have access to it during the day. Mobile phones will be collected by Mr Teasdale who will then store them away securely. Phones will be returned back to children at 3.00pm.

Class Dojo for new parents

Class Dojo is a communication app for the classroom. It connects teachers, parents, and students who use it to share photos, videos, and messages through the school day. We use ClassDojo to work together as a team, share in the classroom experiences, and bring big ideas to life in classrooms and homes. **You should receive (by email) an invitation to join if you are not already on— please can you let us know if it has not arrived.**

Premises

During the holidays we have been very busy sorting out our new forest school - we are very excited for the children to see that what they planned has now been implemented! We have mud kitchens, a tree house, a newly refurbished fire pit, a den building area, a hobbit house which is still under construction and there's so much more to come!

The EYFS double classroom is now complete; however, we still have a long way to go with landscaping the surrounding area so please bear with us as it is all in hand.

As part of our Eco school endeavours, new LED lighting has been installed throughout school in an effort to help reduce our carbon footprint. LEDs require less power than regular forms of lighting, so obviously the less energy they require, the more positive the effect on the environment.

Fire & Lockdown drills

We have fire alarm drills once every term to ensure we are keeping everyone safe and so all staff and pupils are aware of the procedures. In addition to this, we will complete lockdown drills each term.

During a lockdown all staff members will keep pupils indoors for a period of time and the drill will be explained to pupils.

There are a number of reasons that could cause a school to use the lockdown procedure:

- A dangerous animal comes onto the premises.
- An unauthorised person(s) considered dangerous comes on to school grounds.
- A member of staff, volunteer or pupil becomes a threat to the wellbeing of others.
- If there was a risk of poisonous fumes or a chemical spillage.





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What will we do as part of the lockdown?

If children are outside then teachers will direct pupils inside and all exterior doors will be locked with windows secured and blinds closed. If children are inside the building then they will stay in the classroom they are in and again all doors and windows around the school will be secured. During this time, nobody will be allowed in or out of the building. At the end of the drill we will make sure everyone is aware that the lockdown has finished.

Holiday requests

As a parent/carer you can demonstrate your commitment to your child's education by not allowing your child to miss school for anything other than an exceptional and unavoidable reason. However, if you intend to take your child out of school during term time then you must complete a holiday request form at least 2 weeks in advance.

Fundraising

Thank you to everyone who has supported our school lottery and congratulations to all of our lottery winners so far!

The lottery money and other fundraising activities has enabled NCEA Warkworth Primary to fund: the alpaca visit, rebuilding forest school, book bags, wellbeing bags, bubble disco and much more!

If you would like to join the lottery go to: YourSchoolLottery.co.uk and search for NCEA Warkworth Primary.

Finally

I hope this introductory newsletter answers some of the questions that you may have. We will send out a further newsletter with dates for the term over the coming weeks.

Please remember all initial dates and information will be sent via Parent Mail; however, we do use Class Dojo to add photos, videos and reminders of dates/ events so we really do need all parents to log on. Please ask if you need any support with this.

You can also email all staff including myself on Dojo but we can't guarantee that we will respond immediately as all staff have full teaching timetables and attend meetings after school. Therefore, if the message is urgent, please contact Mrs Gibson in the school office and she will pass on any messages. Don't forget, we also have Facebook and Twitter which we use for advertising. Any questions, please do not hesitate to get in touch.

We look forward to seeing you all on Tuesday the 7th of September 2021.

Mrs L Ritson

Head Teacher



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