



THE ROBERT DRAKE PRIMARY SCHOOL

# NEWSLETTER

SEPTEMBER 2019

## FUNDRAISING NEWS

### *Fund-Raising Meeting*

The next fundraising meeting will be on **Friday 6 September** at 2.00 pm. All are welcome.

### *Happy's Circus—Friday 27 September, 6 pm*

Tickets are available to purchase at £9 each. There will be a BBQ and refreshments available from 4.30 pm. Please place your order as soon as possible.

## GOVERNOR NEWS

### *Attendance*

The overall attendance for 2018-19 was 96.7%

Congratulations to the 50 children who were awarded a Gold 100% attendance badge. Well done!

## WELCOME BACK

We hope that you all had an enjoyable and restful summer break and we welcome everyone back to the new school year. We would also like to take this opportunity to welcome all of the new children and their families and we hope you enjoy your time at Robert Drake.

## STAFF CHANGES

We are delighted to offer our congratulations to Mrs Fink who got married over the summer. Following her marriage she is now Mrs Reavill.

## SCHOOL WEBSITE

A reminder to keep checking the school website at [www.robertdrake.co.uk](http://www.robertdrake.co.uk). It includes lots of school information including term dates, a calendar of school events, information on clubs / activities, lunch menus, uniform and photos of school events and trips.

## SCHOOL DEVELOPMENT PLAN 2019-20

The three school development priorities for 2019-20 are:

**Reading** – although the children at Robert Drake have an excellent understanding of phonics as a strategy for reading, we are aiming for them to develop more fluency and understanding at an earlier stage. When children become more fluent and develop understanding they read with enjoyment, which is the overall aim.

**Enhancing the Curriculum** – although the curriculum at the school is already broad and balanced we are aiming to ensure that we focus on the key learning in each subject area. In particular, we will be continuing to develop PSHE (Personal, Social and Health Education) and introducing the newly published Relationships Education into the curriculum. The overarching aim is to ensure that the curriculum creates positive memories, opportunities and experiences that will shape the future for all pupils by developing values, knowledge, skills and competencies.

**The Development of Lunchtimes** – in consultation with the children we want to continue to develop lunchtimes to ensure that the children actively participate in a range of activities. The overall aim is to ensure that children enjoy lunchtimes.

## MAIN RECEPTION TOILET

Please note that unfortunately the toilet in the main reception is out of order until further notice. Apologies for any inconvenience.

## ***CONTACT DETAILS***

In the event that your contact details change, please ensure that you complete a new contact detail form and hand in to the Main Office. Blank copies of the form are available from the information stand in Reception.

## ***ATTENDANCE AND PUNCTUALITY***

We would like to thank all of those parents and carers who ensure that their child comes to school regularly and on time. This is something which is essential in making sure children receive the best education possible. Overall attendance for 2018-2019 was 96.17%. This is a drop in percentage from previous years, and from this year the school has therefore recruited a new Attendance and Compliance Officer.

Punctuality is key to education, and many hours of teaching are lost through lateness. As last year, the system for registering pupils who are late to school is as follows: if a pupil is not in school by 8.50am, the usual entrance doors will be locked and pupils will have to enter school via the reception entrance. They will then be registered as a late arrival by appointed attendance monitors, who will then walk the late pupils to their classes. Your assistance in ensuring that your child arrives to school on time is much appreciated.

## ***DISADVANTAGED PUPIL FUNDING/ FREE SCHOOL MEALS***

The Pupil Premium Funding is allocated to children from low-income families who are currently known to be eligible for free school meals and children who have been looked after continuously for more than six months.

You may register your child for Free School Meals if you receive a range of benefits such as Income Support, Income-based Jobseeker's Allowance, Income-related Employment and Support Allowance and Child Tax Credit (provided your annual income does not exceed £16,190).

Registering is quick and easy. If you think you might be eligible, Essex County Council has an online application form on their website:

<https://www.essex.gov.uk/Education-Schools/Schools/Pupil-Parent-Support/Pages/Free-school-meals.aspx>

If you meet the eligibility criteria, registering for Free School Meals will bring more money to the school which will benefit your child. Our Pupil Premium Funding is also used to provide support for pupils in a number of ways. As well as enabling your child to have the option of a free, healthy meal at lunchtime, other benefits may also be available for registered children, such as help with the cost of school trips.

Further details are available on the school website.

Please be assured that registering for Free School Meals is completely confidential and your child's peers need not know they have applied. Please contact the school office if you have any questions or require help with your application.

## ***SCHOOL UNIFORM***

Please could all parents / carers ensure that all children come to school wearing the correct uniform. Staff will be extra vigilant in checking that pupils are dressed correctly. A school uniform list is printed at the end of this newsletter.

## ***NAMING CHILDREN'S PROPERTY***

Please can all parents / carers ensure that all clothing, PE bags, book bags, water bottles and lunch boxes are clearly marked with your child's name. There was a great deal of lost property at the end of last term which we were unable to return as it was not named. Thank you.

## ***PARENTAL QUERIES***

We would like to remind you that any parental queries should be referred, in the first instance, to your child's class teacher. If these remain unresolved, please make an appointment to see Mrs Rawling if your child is in Years 3 to 6, or Miss Fowler / Mrs Jackson if your child is in Early Years, Year 1 or Year 2.

## ***FRENCH CLUB***

Euro Kids is a club which specialises in French tuition for the 5 to 11 year age group. The French Club aims to give children an introduction to the written and spoken language in an informal atmosphere and encourage each child to read, write and speak French with confidence. There are some spaces available in the club this term, both for children who have just moved up into year 1, and for the older year groups too. Children are much more prepared and confident in the French language when they eventually move onto secondary school if they are introduced to the language at an earlier age.

The French Club is taken place Monday lunchtimes at the Robert Drake School. The first session of this term will be Monday 23 September. The cost of each session is £4.50, payable termly in advance, with a one-off joining fee of £12.50 which includes a glossy workbook(s) and bag that pupils can work through at their own pace.

If you would like your child to attend, please contact Sharon, by e-mail on [eurokids@btinternet.com](mailto:eurokids@btinternet.com) with your child's full name, year group and your email address and mobile telephone number.

## ***ADMINISTERING MEDICINES AT SCHOOL***

The school is being increasingly asked to administer ad hoc medicines to children during the school day. We do understand that this is required in many circumstances but would like to draw parents and carers attention to the following which forms part of the school's First Aid Policy.

‘Medicines should only be taken to school when essential; that is where it would be detrimental to a child’s health if the medicine were not administered during the school ‘day’. Medicines will only be accepted that have been prescribed by a doctor, dentist, nurse prescriber or pharmacist prescriber. Medicines should always be provided in the original container as dispensed by a pharmacist and include the prescriber’s instructions for administration and dosage.

**Medicines will not be accepted that have been taken out of the container as originally dispensed nor make changes to dosages on parental instructions.**

Where appropriate, medicines that are prescribed in dose frequencies should be taken outside school hours. Parents/carer’s should be encouraged to ask the prescriber about this. It is to be noted that medicines that need to be taken three times a day could be taken in the morning, after school hours and at bedtime.

Medicines should always be provided in the original container as dispensed by a pharmacist and include the prescriber’s instructions. In all cases it is necessary to check that written details include:

- name of the child
- name of the medicine
- dose / method of administration
- storage requirements
- time/frequency of administration
- any side effects
- expiry date.

Consent must be obtained from the parents/carers and all of the above information is to be recorded on ‘Parental Agreement to Administer Medicine’ form.’ Copies of this form are available from the Main Reception.

Thank you for your assistance in this matter.

### ***NEW INTAKE - SEPTEMBER 2020 - OPEN EVENING***

We will be holding an Open Evening on **Thursday 24 October** for pupils due to start school in September 2020. If you know anybody with a child due to start school next September please can you inform them of this date. Further details can be obtained from the school.

A number of school tours will be held during October and November for parents / carers of children due to start school in September 2020. Please contact the school office to book a place.

### ***SCHOOL LETTINGS— SCHOOL HALL***

Please be advised that the school hall can be let on evenings and weekends. If you are aware of any organisations which are looking for premises to let please ask them to contact Mrs Towns / Miss Lord in the school office. Please be advised that the hall would not be suitable for ball sports. We are hopeful that letting the school hall will enable the school to generate income that may be used for the benefit of all pupils at a time when school budgets are very limited.

## ***VISIT FROM GERMAN STUDENTS***

We are pleased that we will once again be welcoming a group of pupils and teachers from our partner school, Laborschule Bielefeld, to the school on Thursday 26 September and Friday 27 September. We are looking forward to their visit.

## ***DATES FOR YOUR DIARIES***

**Tuesday 3 September**—Non-Pupil Day

**Monday 9 September**— Y6 Appleton Meeting, 9 am

**Wednesday 4 September**—return to school for 2019-20 / Friendship Week

**Tuesday 10 September**—KS1 Homework Meeting, 2.45 pm

**Saturday 14 September**—King John Open Day, 9 am —1 pm

**Thursday 19 September**—Year 5 Trip to Stubbers / Appleton Open Day, 6-8 pm

**Monday 23 September**—Travelling Book Fair Week

**Tuesday 24 September**—Deanes Open Day, 6.30 pm

**Tuesday 24 and Thursday 26 September**—Parent Consultations (Years 1—6)

**Friday 27 September**— Individual school photos / Happy's Circus

**Wednesday 2 October**—Year 1/2 visit to Braintree Museum

**Friday 4 October**—Mr Chaplain's Class Assembly

**Tuesday 15 and Thursday 17 October**—EYFS Parent Consultations

**Monday 21 October**—Mental Health Awareness Week

**Friday 25 October**—Mrs Vickery's Class Assembly

**Monday 4 November**—Handwriting Week

**Wednesday 6 November**—Year 1/2 Parent Involvement Morning

**Thursday 14 November**—Year 5/6 Performance

**Friday 15 November**—EYFS Parent Involvement (PM)

**Friday 29 November and Monday 2 December**— Christmas Bazaar

**Wednesday 4 and Friday 6 December**—KS1 Performances (AM)

**Tuesday 10 December**—Year 5/6 Visit to Cardfields

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**Thursday 12 December**—Year 3/4 Carol Concert at St Peter's Church, 9.30 am

**Friday 13 December**—Christmas Jumper Day / Christmas Dinner

**Monday 6 January**—Non-Pupil Day

**Monday 13 January**—Handwriting Week

**Friday 24 January**—Year 3/4 Theatre Visit

**Thursday 30 January**—Year 3/4 Parent Involvement Morning

**Wednesday 5 February**—Class Photographs

**Monday 10 February**—Creative Arts/Art Challenge Theme Week

**Tuesday 3 and Thursday 5 March**—Parent Consultations

**Friday 6 March**—Year 5 Appleton Day

**Wednesday 18 March**—Year 1/2 Visit to Boydells Farm

**Monday 11 to Thursday 14 May**—KS2 SATS

**Saturday 16 May**—Robert Drake Summer Fayre

**Thursday 21 May**—Sports Day

**Monday 15 to Friday 19 June**—Year 6 Stubbers Residential Trip

**Wednesday 24 June**—Year 1/2 Visit to Hedingham Castle

**Friday 26 June**—Year 3/4 Visit to Hyde Hall

**Thursday 2 July**—Open Afternoon

**Friday 10 July**—Non-Pupil Day

**Monday 20 July**—Year 6 Leaver's Disco

**Wednesday 22 July**—Last Day of Term

### ***TERM HOLIDAY DATES***

**Monday 28 October to 1 November 2019**

**Friday 20 December to 3 January 2020**

**Monday 6 January—Non Pupil Day**

**Monday 17 to Friday 21 February 2020**

**Monday 6 to Friday 17 April 2020**

**Monday 25 May to Friday 5 June 2020**

**Friday 10 July 2020—Non Pupil Day**

**Please note that all dates are subject to change**

The Governing Body of The Robert Drake Primary School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment.