



# NEWSLETTER

NOVEMBER 2021

## **GOVERNOR NEWS**

### **Attendance**

*The attendance for October was 95.3%.*

## **NEWS AND INFORMATION**

### **STAFF CHANGES**

The school is very sorry to be losing Mrs Green later this month, a very highly valued member of staff. Mrs Green has been with the school for 11 years and is leaving education to take on the role of driving instructor. We wish her all the best in her new career.

We will be welcoming a new member of staff to the school to take on Mrs Green's position, Mrs Ginn.

### **NEW PARENT GOVERNOR**

Following the recent election, we are pleased to advise that Mrs Koekemoer has been elected as the school's new Parent Governor.

## **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.

### **Punctuality**

Punctuality is key to education, and many hours of teaching are lost through lateness.

There has been an increasing number of children arriving late for school. Please note that all children should arrive at 8.40 am when the gates open. Parents /carers arriving after 8.50 am will need to use the intercom to call the Office.

### **Attendance**

The local authority routinely request information from the school regarding holidays taken by pupils during term time. As a result, penalty notices are issued to some families by the Education Access Team (please note fines go directly to the local authority; there is no financial gain for the school). We would like to remind parents and carers that the school's Leave of Absence policy states that no absence will be authorised unless there are exceptional circumstances.

Please ensure that all leave of absence requests are made at least two weeks in advance of any planned absence.

## ***DROPPING ITEMS OFF AT SCHOOL AFTER GATES CLOSE***

A reminder that it is very disruptive and time consuming for staff when forgotten items are dropped off at school after the gates have closed. It is therefore not possible to drop off any forgotten items during the school day.

Could you therefore please ensure that your child brings to school any items that will be required for their school day, ie, glasses, coat, book bag, lunch, water bottle. Water will be supplied to children that forget their water bottle and a school dinner can be ordered for those that forget their packed lunch.

## ***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 with qualifying conditions 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), Working Tax Credit run-on, and Universal Credit.

If you think you may be eligible, registering is quick and easy.

**If your child is in Year 2 or below**, please call the School Office and we will send you through a form to complete.

**If your child is in Years 3—6**, Essex County Council has an online application form on their website: <https://www.essex.gov.uk/free-school-meals>.

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.

## ***CONTACT DETAILS—TO BE KEPT UPDATED***

In the event that your contact details change, you must ensure that you complete a new contact detail form and send it in to the Main Office. Please call or e-mail the school office if you need a copy of the form to complete.

## ***SCHOOL CROSSING PATROL SAFETY MESSAGE***

We had a recent visit from the Essex School Crossing Patrol Service and they have asked us to highlight to parents the following safety message:

### **Safety Message from the School Crossing Patrol Service**

**Could children who bring bikes and scooters to school please dismount and walk their bikes and scooters over the patrolled school crossing site. This is for the safety of the patrol and other pedestrians. It is also good practise for when children get older and cross the roads unaccompanied as they can give their full attention to approaching traffic. Thank you.**

We are grateful for your support in this matter.

## ***PRIMARY SCHOOL ADMISSIONS—SEPTEMBER 2022***

### ***ENTRY***

Please be advised that admissions for primary school entry in September 2022 opened on **Monday 8 November**. The statutory national closing date for applications is **15 January 2022**.

Applications can be made online via [www.essex.gov.uk/admissions](http://www.essex.gov.uk/admissions)

All of the application information is available on the website above, including a copy of the Primary Education in Essex 2022-23 booklet and details of all admission policies.

## ***WHAT'S BEEN HAPPENING***

### ***PARLIAMENT WEEK***

Children in Years 3 and 4 recently took part in Parliament Week, learning about the roles of parliament and the government. Part of this learning was an interview with our local member of parliament Rebecca Harris MP.

### ***NON UNIFORM DAY—FUNDRAISING***

The amount of £175.00 was raised following the recent non uniform day. Thank you to all those that donated, your support is greatly appreciated.

### ***HARVEST FESTIVAL***

Thank you so much to all those parents and carers that donated to the Harvest Festival Assembly. All donations were passed to the local Yellow Door project, who were very appreciative of all the food received.

## ***FORTHCOMING EVENTS AND DATES***

### ***SCHOOL COUNCIL—CHILDREN IN NEED***

The School Council met last week to decide on details for Children in Need, which is to take place on **Friday 19 November**. They decided they would like the children to wear the uniform of a club that they attend, have attended, or would like to attend. All donations will be sent direct to Children in Need and should be made through the following link:

<https://app.parentpay.com/ParentPayShop/Foc/Default.aspx?shopid=5280>

No football boots please, and sensible playground appropriate shoes should be worn.

### ***CHRISTMAS DINNER***

Please be advised that Christmas Dinner this year will be **Friday 10 December**. Further details will be circulated closer to the time.

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

**Friday 19 November—Children in Need**

**Friday 10 December—Christmas Dinner**

**Week of 7 February—Smashing Scientists/Art Challenge Theme Week**

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

**Monday 20 December 2021 to Monday 3 January 2022—Christmas holiday**

**Tuesday 4 January 2022—non pupil day**

**Monday 14 February to Friday 18 February 2022—half term**

**Monday 4 April to Monday 18 April 2022—Easter holiday**

**Monday 2 May 2022—Bank Holiday**

**Monday 23 May to Friday 3 June 2022—half term**

**Friday 8 July 2022—non pupil day**

**Friday 22 July 2022 —first day of summer holiday**

**PLEASE NOTE ALL DATES ARE SUBJECT TO CHANGE**

**ROBERT DRAKE IS A**



**NUT FREE SCHOOL**

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.