



October 2023



PUNCTUALITY AND ATTENDANCE

Just a reminder that children should be in their classrooms by 8:45am every morning. Children who arrive late (after 8:45am) will be registered as late. Children arriving after 9:05am will be recorded as an unauthorised absence for the morning session.

Holidays should be taken outside of term time. Any holiday leave will go down as unauthorised absence for the children.

Please ensure that children attend school when they are well enough to do so. Poor attendance at school can be detrimental to both a child's academic achievements and their mental health. Of course, some absence is unavoidable - where there is sickness, or a long term health condition, but we can easily cope with coughs and colds in school, and children should not be kept off if they are generally well enough to learn.

Where a child's attendance falls below 90%, they are classed as persistently absent. These children will continue to receive letters home every half-term.

SCHOOL CAR PARK

Please remember that the car park is a staff car park, not only for Westlands Primary, but for the United Endeavour Trust too. If you cannot park at the bottom of the drive and walk up when dropping off at Little Stars, please try not to block spaces for staff. The spaces along the wall of the high school building belong to the high school and should not be used at all.

PACKED LUNCHES AND SNACKS

Please can we encourage parents to send in healthy choices in their children's lunchboxes? Sweets and fizzy drinks are not allowed.

KS2 children (Year 3 and above) are welcome to bring in fruit or cereal bars to have as a snack at morning or afternoon break time. Nothing else should be brought in for snacks, and they should not be shared (this is due to allergies in school).

Reception, Year 1 and Year 2 are provided with fruit at break time, so they do not need to bring in anything extra.

SCHOOL PHOTOS

Academy photography will be in school on Friday 10th November. All children should wear full uniform on that day (not PE Kit).

If you wish to bring siblings who do not currently attend Westlands Primary for a family photo, the photographer will be available from 8am.

BOOK FAIR

The Book Fair will be in the school hall at the end of each school day from Thursday 30th November to Wednesday 6th December.

We have 5 x £5 book vouchers for the book fair to give away. In order to be in with a chance of winning, you need to send us a video of a poetry performance.

You can choose any poem to perform. You could even write your own poem!

You need to record yourself performing it and add it to your Class Dojo portfolio by **Friday 17th November**.

We will choose the top 5 performances as our winners and these will be announced in our Celebration Assembly on Friday 24th November

SCHOOL LUNCHES – PAYMENT IN ADVANCE PLEASE!

The cost of school lunches remains at £2.50 a day (£12 per week).

Could we please remind parents that school meals should be paid for in advance via ParentPay – if your child requires a school dinner, please ensure their school meal account is in credit. Thank you.

The Key Stage 2 tuck shop has toast (20p a slice), cheesy oatcakes (60p each) and teacakes (35p for half) on offer – again, these should be paid for in advance, thank you.

You are able to set up your child's account on ParentPay with an 'auto top-up' which adds money automatically when your child's balance drops below a certain amount. Contact the office if you require any assistance with that.

FREE SCHOOL MEALS

If your circumstances have recently changed and you are entitled to Universal Credit or Income Support (or similar benefits) you may be entitled to free school meals. It is quick and easy to apply online at <https://www.staffordshire.gov.uk/Education/Educational-awards-benefits/FreeSchoolMeals/Apply-online.aspx>.

Should you be eligible, simply screenshot the eligibility confirmation and send it to the school office, and your child will be able to receive free school meals straight away.

All children in Reception, Year 1 and Year 2 automatically get free school meals, however we would encourage you to apply for free school meals if you think you might be eligible, as this attracts additional pupil premium funding to support your child's learning.

YEAR 6 – APPLICATION TO HIGH SCHOOL

A reminder to our Year 6 parents that the deadline for application to high school is **31st October**.

Applications should be completed online at <http://www.staffordshire.gov.uk/admissions>

FOOD BANK REFERRALS

We are able to issue vouchers for Newcastle food banks, through The Trussell Trust. If this is something you feel may be helpful to you, please don't hesitate to contact the school office.

We may need to ask for additional information about your household to claim the voucher, but all information will be treated in the strictest confidence.

HALF TERM HOLIDAY

We hope you all have a fun and relaxing half-term holiday – the children return to school on Monday 6th November.

DATES FOR AUTUMN TERM 2023

October

- 25 Harvest festival
- 26 PTFA disco
- 27 School closes for half-term

November

- 6 School reopens for staff and pupils
- 6 Open day for Reception 2024 intake, 2pm
- 7 Open day for Reception 2024 intake, 10am
- 8 Open day for Reception 2024 intake, 6pm
- 10 Academy Photography in school for individual pupil photos
- 23 Year 4 Victorian morning

December

- 1-6 Book fair after school
- 5 Governors meeting (Teaching & Learning Committee)
- 8 PTFA Christmas Market
- 21 School closes for Christmas holidays
- 22 INSET day (school closed to pupils)