



Diocese of Norwich
Education and
Academies Trust

St Peter's Church of England Primary Academy

Executive Headteacher: Mrs Rebecca Newman

Marlingford Road, Easton, Norwich, Norfolk, NR9 5AD

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Friday, 9th September 2016



Dear Parents / Carers,

A warm welcome to all our new children, parents and carers and an equally warm welcome back to all our familiar faces.

We are looking forward to an exciting and forward thinking year with you and your child/children. Underpinning our year of work and alongside our Christian Values, we are introducing a growth mind set approach to the curriculum, equipping the children with the skills to become Life Long Learners. We hope to involve you, as parents/carers in this journey also. More to follow!

This will be the first year where we are completely single age group classes at St Peter's, Easton. We are delighted to welcome back Miss Huxley from maternity leave, who is teaching our Year 3 class this year and also to welcome Mrs Savage, who is starting her teacher training year with us in Year 2 and Miss Hollis, who will be teaching some of the PE lessons throughout Key Stage 2 this year.

Mrs Newman will once again, be working between the 3 schools in our federation assisted by Mr Moore (Executive Deputy Headteacher based at Hockering Primary), Mr Duffy (Assistant Headteacher based at Great Witchingham Primary) and myself (Assistant Headteacher based here at St Peter's, Easton).

Meet the Teacher

As usual, the teachers will be holding introductory sessions next week. During these sessions they will discuss routines and expectations for the year as well as giving information on the topics to be taught. Times and dates are as follows:

Toucan Class (Mr Tovell)	Friday 9 th September	2.45pm (Hall)
Kingfisher Class (Mr Cator)	Monday 12 th September	2.45pm (Hall)
Nightingale Class (Miss Huxley)	Tuesday 13 th September	2.45pm (Hall)
Owl Class (Mrs Quinn)	Wednesday 14 th September	2.45pm (Hall)
Eagle Class (Mrs Tovey)	Thursday 15 th September	2.45pm (Hall)
Robin Class (Mrs Austin)	Friday 16 th September	2.45pm (Hall)
Woodpecker Class (Mrs Ross)	Mrs Ross will be available to speak to parents informally from 12.30pm on Friday 16 th Sept with any queries.	

Uniform

In order for our children to be well presented both in and out of school, we encourage that you adhere to the uniform policy detailed in our school brochure which can be found on the school website. A reminder that the children need to bring appropriate footwear for both inside and outside of the school building; a pair of wellies or trainers for outside break times are required if the children wish to play on the field or in the woodland.

Please ensure that all uniform and PE kit is named. We had a huge pile of unnamed lost property at the end of last year, which was simply put in the clothing bank.

Please remember that **no jewellery** should be worn in school apart from a watch and small studs. We would also like to remind you that **nail varnish** should not be worn and that haircuts should be appropriate for school. It is county policy that all jewellery should be removed for P.E. and swimming.



Parking and Road Safety

Please park safely and considerately outside the school. No cars should be brought up the school driveway.

It is great to see so many of the children using their bikes and scooters to come to school. For the safety of the adults and children using the footpath and driveway, please can you remind your child to **wheel** their bike or scooter once they are on school property and not ride them until they are out on Marlingford Road in the afternoon.



Sickness Absence

Please remember to let the school know on the first day of absence if your child is ill and unable to attend school. We are required to follow up any unauthorised absences and would appreciate your help in keeping us informed. There is an answer phone system to enable you to phone before the school day. Children arriving late or leaving school for an appointment need to be signed in and out at the office. However, where possible please make appointments for outside of the school day.



Other Absences

We are required by law to send you a copy of the attached letter regarding pupil absence annually. **A fixed penalty notice still applies for absences of more than 4 ½ days.**

School Lunches



required.

The price of a school lunch is £2.20 per day for Key Stage 2 children. Where possible, please order lunches at the beginning of the week. All money should be sent **in a clearly marked envelope** with the child's name and the days on which the hot lunches/packed lunches are

Vacancies

We currently have vacancies for two Midday Supervisor Assistants (copy of advert attached).

Friends School Fete

The school fete takes place on Friday 23rd September from 2.15pm until 5pm. Any help would be greatly appreciated. If you are able to help please contact either Mrs Barham (Teaching Assistant) or Mrs Turner (Chair of the Friends) through the school office.

Open Door Policy

We operate an 'open door' policy across our three school federation and will always do our best to involve Mums, Dads and Carers in the children's learning. We would ask anyone who has any questions, worries or concerns about anything related to school to contact us as soon as possible so issues can quickly be resolved.

The first port of call will usually be your child's class teacher, who will often be available for a brief chat either at the beginning or end of each day. If required, they will be able to arrange an appointment for a longer meeting at a mutually agreed time.

However, if the class teacher is unable to resolve the issue, then please do not hesitate to contact me as the senior leader in the school. Finally, for very serious issues, appointments can be booked with Mrs Newman, our Executive Headteacher, through the school office.

As a school we always try to respond to the needs of our children and families, so if you have any comments or queries please voice them either to a member of staff or a school governor. The comments and suggestions that some parents made via the annual report feedback forms have been noted and shared with staff and we hope that you notice a response to these.

It only remains for me to wish you all a happy and successful year.

Yours sincerely

Mrs Tovey - Assistant Headteacher

Dates for your diary

Yr6 Whitlingham Broad Trip	Monday 12 th September
Friends School Fete	Friday 23 rd September 2.15pm-5pm
Yr6 Parent Consultations	Thursday 29 th September
KS2 Harvest Assembly	Friday 30 th September (am)
Ks1 Harvest Assembly	Friday 30 th September (pm)
KS2 Cathedral Visit	Friday 21 st October (info. to follow)
Half Term	Monday 24 th - Friday 28 th October
Parent Consultations YrR - Yr5	Week beginning 14 th November
School Photos	Wednesday 23 rd November
YrR Nativity Play	Thursday 8 th December
KS1 Christmas Production	Tuesday 13 th & Wednesday 14 th December