



The Abbey CE VA Primary School

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Dear parents,

Staffing Update

I wanted to update you regarding future staffing changes and recent appointments. As you are aware, Year 5 teacher Mrs Clerc will commence maternity leave at the end of the autumn term and our SENCO Mrs Yeldham will also be saying goodbye to Abbey School at the end of term, leaving big shoes to fill and both teachers will be sorely missed.

We are delighted to announce that we have appointed Mrs Kate Crisp to join Abbey School from January 2019 as the SENCO working on a Monday and Tuesday. Mrs Crisp will shadow Mrs Yeldham at the Tuesday parents' consultation meetings as part of the hand over.

In Year 5, we are pleased to announce that we have appointed Mrs Katie Harley to join Mrs Yates in January 2019. Mrs Harley is currently a teacher at Abbey School, teaching Year 3. From January-July 2019 Mrs Harley will teach Year 5 on a Monday and a Tuesday, whilst continuing to teach Year 3 on a Wednesday.

Congratulations to both ladies and I know they will both further strengthen our excellent staff team.

Many of you will know our senior midday supervisor, Mrs Anne Mills. After a long era working at Abbey School since 1987, Mrs Mills is relocating and will have her last day with us on Wednesday 24th October 2018. Her 30 years at Abbey School have seen her undertake many roles. We will miss Mrs Mills a great deal and Abbey School will not be the same without her!

House Points

The children in Key Stage 2 are divided into Houses: Matthew, Mark, Luke and John. The Key Stage 2 House Points are celebrated each Friday in assembly with Miss Felstead. The children have worked all half term towards having the highest number of House Points each week.

This half term the winning Houses are **Mark and Luke** and all the children in this House have earned a non-uniform day on Friday 26th October 2018, the last day of term. The children have agreed the following guidelines with me on this awarded non-uniform day:

- Long hair down? Yes
- Hair gel? Yes
- Fancy dress? –Yes
- Jewellery? –No
- Own shoes? –Outside only
- Nail varnish? –No
- Make up? – No
- Hair coloured? –No
- Tattoos? – No





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End/Start of Half Term

School finishes at **3.20pm on Friday 26th October 2018**. Next half term, school resumes on **Tuesday 6th November 2018**.

The Railway Children Performance

Tomorrow, Tuesday 23rd October, the whole school will enjoy a visiting theatre company performance before lunch of 'The Railway Children'.

Weather conditions

With changing weather conditions forecast this week, please can children come to school with a school jumper or cardigan and a coat. Abbey fleeces can be worn instead of a coat as an additional item to the jumper/cardigan, but not instead of.

Parents' Consultation

Parents' consultations will be on **Tuesday 23rd October and Wednesday 24th October**. Mrs Yeldham, our SENCO, is available on Tuesday 23rd October (3.40-5.30pm) and appointments can be made by the School Office to see both your child's teacher and Mrs Yeldham if your child has Special Educational Needs.

These 10 minute consultations are for parents only. There will be no supervision for school age or pre-school children on site. Appointments will run strictly on time to allow parents to organise childcare arrangements off-site, potentially with other parents. We politely ask that children do not come into the hall as seven appointments will run simultaneously and children may affect the quality of the discussions taking place.

Job shares

At least one class teacher will be present at every consultation appointment and some appointments may have both teachers available. All the job share teachers will read from jointly written notes, prepared in advance. Parents with more than one class teacher (job share) will not be able to specify which teacher they see. We are not able to specify on the system which teacher/s will be present on which day.

Consultation notes for parents

A consultation sheet will be available to parents on arrival by the internal door to the School Office. All teachers will read from this consultation sheet, highlighting strengths and areas for development in English and Maths based on our end of summer teacher assessments and behaviour and social information. Reception parents will be informed of general comments and personal, social and emotional development and physical development strengths and areas for development.

How will the evening run?

We ask that all parents enter and exit via the main entrance of school where the Grove Road pedestrian gate will be open. The consultation meetings will take place for all classes in the hall with the children's books (Years 1-6) available to browse in the Key Stage 1 classrooms:

If you are unable to attend the set evenings?

A 10 minute consultation to meet with the class teacher can be arranged via the School Office after October half term either in person straight after school one day or via the telephone. Please note, this appointment would still be 10 minutes.

For families with separated parents or extended families that are unable to attend together, a separated parent is welcome to request a phone consultation in addition to a parent attending in person. Please make your request to the School Office and this will be coordinated for the parent after the October half term.



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How to prepare for the consultation?

Reception parents/new parents to Abbey School – Think about any questions or concerns you may have and wish to be answered. Your teacher will prompt you for these at the start of the meeting.

Reception children's Building Books will have been sent home before the consultation for you to look at together at home and celebrate the achievements of your child. This may prompt some questions.

Years 1-6 parents – Think about any questions or concerns you may have and wish to be answered. Your teacher will prompt you for these at the start of the meeting.

Also, look back at your child's annual report from July 2018 and look at the next steps for Reading, Writing and Maths that your teacher wrote in bold in the 'next steps' box. From looking at the children's books on display consider if these have been met or still relevant and you can discuss this further with the class teacher if you wish as your child may need to continue to strive to meet these targets.

The previous February 2018 parent consultation sheet may also prove useful to look at in advance to see what last year's class teacher wrote in October 2017 and February 2018 and consider if the same areas for development are relevant.

How will the evening run?

The evenings will take in the same format as previous years. Teachers' time keeping will be precise to assist parents with out of school child care arrangements. We ask that all parents enter and exit via the main entrance of school where the Grove Road pedestrian gate will be open.

The consultation meetings will take place for all classes in the hall with the children's books (Years 1-6) available to browse in the Key Stage 1 classrooms:

Reception classroom: Year 1 and Year 2 books

Year 1 classroom: Year 3 and Year 4 books

Year 2 classroom: Year 5 and Year 6 books

- We politely ask that all the children's books/trays are left in the classroom.
- Please ensure that you are waiting in the Library in advance of your appointment time by a few minutes.
- From the library, the Headteacher will collect you to allow all appointments to start not only promptly, but collectively in the hall to eliminate disruption.
- To keep to time, a bell will be rung to indicate the last minute of appointment time. (If at this point you feel further time is needed, please contact the School Office who will be happy to assist you in making an additional appointment straight after school in the following half term.) The next set of parents will then be escorted into the hall ready to start their meeting on time.

Assessment Information

At the end of each full term in Years 1-6, the teachers will assess the children's level of attainment in Reading, Writing and Maths using the phrases:

- **Securely within ARE (Age Related Expectations)**
- **Working broadly within ARE**
- **Working below ARE**
- **Working above ARE**

For children in Years 2-6, the end of summer attainment in Reading, Writing and Maths will be on the consultation note using the phrases above.

The February 2019 consultation forms will indicate the end of autumn term assessments for children in Years 1-6, again using the phrases above. The summer annual report to parents will indicate the final May assessment.



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Sibling Application Reception 2019-2020

The online application system for a Reception place from September 2019 will open on Monday 5th November 2018. If you already have a child here at school and you would like to make an application for a Reception 2019-2020 place for a sibling, please submit a Supplementary Information Form, and hand this to the School Office as well as making an online application by 15th January 2019. A sibling application would fall under Category 3.

A Supplementary Information Form (SIF) can be downloaded from the school website where it can be found under the tab 'Admissions' or alternatively, one can be obtained from the School Office. With sibling applications, there is no requirement for a Cathedral Form to be signed by Mother Abi Thompson. Allocation day will be 16th April 2019.

Day of Remembrance

The whole school will observe a minute silence at 11am on Friday 9th November in the School Hall.

Next half term, Year 6 children will be on the Key Stage 1 and 2 playgrounds at morning break where poppies will be available for a small donation and other items for 50p or a £1.

Children are welcome to wear their poppies and one bracelet in the week of the 6th November. The Poppy Appeal has provided the School with a limited amount of items with a suggested donation price.



Have a lovely half term.

Kind regards,

Emma Fenn
Headteacher