



The Abbey CE VA Primary School

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Grove Road
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11th January 2019

Dear Parents

Happy New Year and welcome back to the spring term here at school. I hope you all had a wonderful Christmas. The staff and I were touched by the Christmas cards, warm wishes and generous gifts from so many of you.

The spring term Diary Dates and Clubs List are attached to this newsletter for your reference.

We are delighted to be fully staffed with permanent positions recruited to begin this term. Below you will find the current staffing organisation. We welcome new teachers to our school, SENCO Mrs Crisp, and new class teachers Mrs Murden (Year 3) and Mrs Harley (Year 5). We are delighted to announce that Mrs Hare (Year 1) is expecting her second child in the summer term 2019 and Mrs Gifford will teach Year 1 fulltime from this point.

Role	Spring Term 2019 onwards Teaching Staff
Headteacher	Miss E Fenn
Reception (Early Years)	Miss L Felstead – Deputy Headteacher and Head of Key Stage 1
Year 1	Mrs C Hare (Mon-Wed) and Mrs K Gifford (Thurs and Fri)
Year 2	Mrs S Gaines (Mon-Tues) and Mrs L Easby (Wed-Fri)
Year 3	Mrs S Kynaston (Mon-Wed), Mrs K Harley (Wed) and Mrs B Murden (Wed-Friday)
Year 4	Miss V Long
Year 5	Mrs K Harley (Mon-Tues) and Mrs C Yates (Wed-Fri)
Year 6	Miss L Hill – Head of Key Stage 2
SENCO (Special Educational Needs)	Mrs K Crisp (Mon-Tues)
Music Teacher	Mrs N Baker (Mon)
Sports Coach	Mr S Morgan (Tues and Fri)
Year 6 Booster Teacher	Mr L Silver (Tues and Wed am)
Year 6 Booster /PPA Teacher	Mrs S Berrington (Thurs)

Class	Spring Term 2019 onwards Support Staff
Reception (Early Years)	Mrs B Duffin as Early Years Practitioner and Miss N Childs as Teaching Assistant
Year 1	Mrs C Moorhouse
Year 2	Mrs A Percy and Mrs S Moroncini
Year 3	Mrs T Clarke
Year 4	Mrs S Harris
Year 5	Mrs L Harris and Mrs A Simpkin
Year 6	Mrs L Sherwood, Mrs A Simpkin and Mrs S Moroncini





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Role	Spring Term 2019 onwards Midday Supervisor Assistants (MSAs)
Lead MSAs	Miss N Childs, Mrs H Dutton and Mrs T Symes
MSAs	Mrs S Chowdhury, Mrs J Kabelis, Mrs S Moroncini, Mrs C Palma and Ms R Popescu
Playground Lead	Mrs L Harris

How parents communicate with teachers, understand the curriculum & their child's progress

We believe in developing a strong partnership between home and school. A positive relationship between parents and school has a crucial bearing on the child's progress. If you have any concerns regarding your child's wellbeing, learning or progress, please speak to your child's teacher in the first instance as they know your child best. You will appreciate that school drop-off and collection times are exceptionally busy for staff, children and parents. Most day-to-day queries can be answered instantly during these times, but if you need a longer meeting with the class teacher, please arrange this via the School Office.

Alternatively, you can email your queries to admin@abbey.herts.sch.uk which will be then forwarded to the relevant member of teaching staff. Letters or notes for your child's teacher can be handed in via the child or given to the School Office. In a class with two teachers, it is advisable to address the letter to 'The Year 2 Teacher' for example so that it will be opened that day unless it is for a specific member of staff. We aim to make an initial response, if required, within two working days, and may need up to five working days where a more detailed response is necessary. Any outstanding concerns or queries that remain unresolved after speaking to the class teacher or SENCO SENCO@abbey.herts.sch.uk should be brought to the attention of either the Head of Key Stage 1 (Miss Felstead) or the Head of Key Stage 2 (Miss Hill) using the email addresses KS1Head@abbey.herts.sch.uk or KS2Head@abbey.herts.sch.uk.

- **January**

The Spring Term Curriculum Letter and Vocabulary List will be sent home for parents in Years Reception-6. Previous year's letters can be found on the Curriculum page of the school website.

- **February**

SEN Learning Passport Reviews with parent, child, SENCO and teacher.

Formal 10 minute **parent/teacher consultations** take place in the middle of the Spring Term. This is an opportunity for parents to discuss your child's progress and to look at their work. This is a parent only session with no supervision for children. Consultation sheet will be provided to parents on arrival.

All teachers will read from the consultation sheet, highlighting strengths and areas for development in English and Maths based on our end of autumn teacher assessments and behaviour and social information. Reception parents will be informed of communication, language and literacy and mathematical strengths and areas for development. Reception parents will receive an indication on how their child is approaching the end of year Early Learning Goals. The consultation sheet will provide parents with accurate attainment based on end of autumn assessments using Age Related Expectation vocabulary from Year 1-6:

Securely Within Age Related Expectation (ARE)	Broadly Within ARE	Below ARE	Above ARE
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The summer annual report to parents (sent in **July**) will indicate assessments based on the final May 2019 assessments. Parents will have the opportunity to meet with their child's teacher after they have received the annual report on their child's progress in the July Open Evening.



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- **March and May**

English and Maths books will be made available for parents to look at with their child at the end of each half term where there is not a Parents' Consultation or Annual report. Follow up meeting can be arranged with teacher if parent wishes.

- **March**

Years 1, 2 and 6 parent meetings held regarding Years 2 and 6 end of Key Stage assessments/School Journey and Year 1 phonics screening.

Parent E Safety Session – Monday 28th January 6-7.30pm at Abbey School

On Monday 28th January 2019 we have secured an Online Safety Specialist from a company called 'Connected Minds' to deliver workshops for children in Years 5 and 6. Teaching staff will have a session after school and there will be an information session for parents/carers.

Parent session content:	<ul style="list-style-type: none">• How to protect your children online.• How to ensure that the safety settings are tight at home.• The different apps that children are using and the potential risks.• The need for privacy settings on mobile devices.• Guidelines for age certified games and how to check reviews of games written by parents.• Making sure your child feels they can tell you if there is a problem and it would not be that the device is taken away.
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We are offering it as a free session to encourage as many parents as possible to attend as much of a child's internet usage occurs outside of school, and we ask parents/carers to be interested, supportive and vigilant to their children's usage.

We would welcome parents from any year group to attend. This is a parent only session, and will not be run annually. To book a free place please email Mrs Upton admin@abbey.herts.sch.uk

Parent Understanding and Supporting Your Child With Anxiety Session – Thursday 31st January 7-9pm at St Peter's School

Abbey School has teamed up with St Peter's Primary School to offer parents from both schools access to this externally run workshop for parents/carers of children aged 5-11 years who suffer with anxiety. To book a free place please email Mrs Upton admin@abbey.herts.sch.uk . Please see attached flyer.

Parent session content:	<ul style="list-style-type: none">• What we mean by 'Anxiety'.• The different ways anxiety is displayed.• How to spot signs of anxiety in your child.• How to help your anxious child.
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Hertfordshire County Council's School Closure Notification system

In the event of severe weather, a public emergency or unforeseen circumstances, it may be necessary for a school to close or partially close. In order to ensure parents and guardians are informed as quickly as possible of anything that may have an impact on a normal school day, this notification system is in place to enable messages from schools to be sent immediately via text message and email.

Parents must sign up to this system in order to access the immediate updates. Please right click on the following link and then click on 'sign up' in the top right corner:



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<https://member.everbridge.net/index/892807736725489#/login> Please take 5 minutes to register your details for any Hertfordshire school your child attends so that you can receive immediate information and updates. Abbey School website has a dedicated page to assist in these conditions: www.abbey.herts.sch.uk/parent-information/key-information/extreme-weather-conditions/

Sibling Application Reception 2019-2020

The online application system for a Reception place from September 2019 is open. 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 (downloaded from website), and hand this to the School Office as well as making an online application by Tuesday 15th January 2019. Allocation day will be 16th April 2019.

Abbey School Governing Board - Date for your diary

The annual Parent Governor Forum will be on Thursday 14th March from 7.30-9pm, which will now, going forward, combine with the Friends' Association AGM.

Supporting RNLI-Used Stamps

Mr Silver (teacher) has asked me to remind you to save your used stamps for the Royal National Lifeboats Institute this Christmas period. We have supported the RNLI for a number of years and there is a used stamp collection box in the entrance of school, below the School Office window.

Toiletries for Centre 33 St Albans

Unwanted toiletry Christmas gifts and travel sized toiletries are always in demand at Centre 33. If you have any unwanted toiletries please send these into the School Office marked for Centre 33.

Messages from Sub Dean Mother Abi:

Enquirers

Dean Jeffery and I are inviting people who want to learn more about the Christian faith to a series of meetings in the New Year. They are exclusively for adults who are unconfirmed and uncommitted, but want to explore what faith is about. They are timed so that anyone who decides they want to can get confirmed on Easter Eve. But there is absolutely no obligation – the course is for genuine enquirers.

In each session there will be input from Jeffrey and/or myself, but a major aim is to allow people to share their own experiences and ideas. To help conversational flow there will be wine and nibbles. We think these meetings might be of special interest to parents of choir children or church school children, or people who have links with the Abbey without being committed, or who simply never got round to being confirmed. The dates will be all Tuesday Evenings: January 22, 29, February 5, 12, 19, 26 March 5, 12, 19, 26, April 2, 9. The Venue will depend on numbers. If you are interested you can put your name down on deansec@stalbanscathedral.org.

Tea and Toast

Tea and Toast will resume on a Monday after school from Monday 14th January 2019 which is run in the Chapter Room in the Deanery Offices.

Kind regards

Miss Emma Fenn
Headteacher