



13th September 2011

To Parents/Guardians of all Runnymede Pupils

Dear Parent/Guardian

SEPTEMBER NEWSLETTER 2011

Welcome back after the Summer break and I do hope you all had an enjoyable holiday.

A special welcome to all new children joining Runnymede and their families. We hope you will enjoy being a part of our community – and will make friends quickly.

As usual I will be giving you an overview of the month ahead and I hope this will be useful to you.

New Staff

A warm welcome is extended to our new members of staff:

Mrs J Brown – Reception
Miss S Johnson – Year 1
Mr K Bulger – Year 4
Mrs N Van Flute – Modern Foreign Language

Uniform

Thank you for sending the children to school well prepared and looking so smart. Please to adhere carefully to our uniform regulations found in the Parents Handbook. All items of uniform must be named and hair styles should observe the regulations strictly.

Items lost that are named will be returned to the child but if not named will be placed in the lost property boxes in the Medical/Quiet Room. Water bottles that are also needed daily for all children, except Nursery can be purchased from the school at a cost of £4.

Termly Calendar

We are busily working on the Autumn Term Calendar and hope to have this out to you next week. This will give you advance warning of sporting fixtures, non uniform days, trips, visitors to school, productions, concerts, performances, holiday dates and so on for the term. Please make sure you have a copy.

Photographs

Pupil photographs will be taken on Wednesday 28th September. We are endeavouring to ensure that once orders have been received your photographs get to you promptly. Please return order forms promptly to assist us.

Extra Curricular Activities

These begin from the Monday 26th September. Please do make the most of the activities on offer and complete the parental consent form returning it to us as soon as possible.

Curriculum Brochures

These will be sent out to parents on the Friday 16th September giving information of the curriculum areas to be covered this term. This also provides timetable information about the days sports kit is required and also when homework is set.

Safe Cycling

Year 6 children have begun a safe cycling course today and will continue on Tuesday 20th September. This is important for road awareness, developing thinking skills, encouraging exercise and developing self confidence.

Y5 Trip to Winmarleigh Hall

A meeting will be held on Wednesday 14th September at 3.45 pm in the Ley Hall for parents who have children in Year 5. This will give details of the preparations made for the Y5 trip and the clothing requirements.

The Kinetic Theatre Company

This group will be visiting school on the afternoon of Tuesday 27th September performing for Y3 to Y6. This should be a great visit and a fun way of learning for the children.

Social Evenings with Parents

A social evening for staff and parents to meet on a more informal basis will be held for Nursery, Reception, Year 3 and Year 4 parents at 7pm on Tuesday 20th September and for Y1, Y2, Y5 and Y6 parents at 7pm on Wednesday 21st September. A separate letter has been sent out and I do hope you will be able to come along.

Secondary Transfer

A letter with details of the secondary transfer process including deadlines and timescales for Year 6 parents will be sent out shortly.

European Languages Day

This will take place on Tuesday 27th September- and more details will follow from Madame Van Flute. Sodexo will be ensuring that European style foods will be served on this day to coincide with the day's festivities.

Y6 Patterdale Meeting

A meeting for Year 6 parents will be held after half term on Thursday 10th November at 3.45pm in the Ley Hall. A letter will follow closer to the time.

Database Forms

Our school database is only as good as the information we have been given. Please would you forward your database form to us promptly if you are new to the school and inform us of any changes to what we have on file if you are an existing parent.

Information from School

Parents can access all letters via parentmail by registering on www.parentmail.co.uk Email will be sent directly to the address you supply giving you a copy of all relevant letters from Runnymede. Please do make use of this service as we are trying to conserve natural resources.

Our website www.runnymede-school.org.uk has information about day to day school activities and reports of past events, please log on regularly.

The electronic message board visible from the playground for those of you able to pick up your children, also gives details of various activities in school.

If you are unsure about the date or time of any activity please do ring and clarify with us.

Bad Debt Policy

Accounts not kept up to date now incur a fixed fee on a monthly basis. Please ensure you keep your account up to date to avoid this. For information, the school is able to accept payments using debit and credit cards if parents wish to make use of this facility. Please see Mrs Harvey.

Parking and Drop Off

Parking in the school grounds in the morning and afternoon is prioritised to Nursery parents. Parents dropping off should stop in the yellow box zone and drop children without leaving their vehicles for morning school.

At the end of the day parents (except for Nursery) are asked to use the C1 Car Park, specifically hired for the purpose, and use the space provided considerately so as many parents can park as possible. Please help us to ensure that the children are supervised carefully on North Drive and that local resident's property is treated with respect and consideration. Parking restrictions apply in Sandfield Park so parking passes have been allocated as appropriate for 2011/12. Please ensure you display these prominently. If you require additional passes for others who regularly pick up or drop off for you please contact Mrs O'Donnell.

Lateness to School

We are required to have accurate registration in school and to ensure this, pupils late to school will need to sign into a Late Register. Junior pupils may do this themselves but pupils from Nursery to Year 2 should be signed in by a parent. The late register is available on top of the Register storage box in the main reception area of the school.

Information for Parents

Following ISI regulations, the following policies or information are available to parents.

Items available on the School Website:

- E Safety Policy
- Safeguarding and Safer Recruitment Policy
- Equal Opportunities Policy
- Early Years Equality Policy
- Missing Child Policy
- Complaints Policy
- Information on the Staff of the School
- Arrangements for Admission
- Details of Secondary Transfers

Available upon request are the schools policies on; Discipline and Behaviour, Learning Difficulties and/or Disabilities, English as an Additional Language, Anti Bullying, Educational Visits and the Curriculum. Please do ask at Reception if you would like a copy of these policies – or any on the website.

A Personal Note

Thank you for a warm welcome to Runnymede School, I am looking forward to a long and happy partnership and meeting you at the planned social evenings.

I hope this will be a very enjoyable busy and productive term for everyone.

With best wishes

Yours sincerely

Mr B Slater
Headteacher