



WOODLAND VIEW PRIMARY SCHOOL

Head Teacher: Mrs R Grey
Deputy Head: Mrs N Fiddimore

Barker Street
Huthwaite
Sutton in Ashfield
Nottinghamshire
NG17 2LH
Tele: 01623 487087
01623 401592

11th January 2019

Spring term Information

Dear Parents & Carers

Welcome back to Woodland View Primary School for the new term. It has been a pleasure to be back in school and seeing lots of hard work and excellent conduct in the first few days.

We welcome our new starters in Foundation and throughout school and hope that they have a happy time at Woodland View, enjoying their learning and making great progress.

Please take time to read this letter and make a note of any dates for your diary. Our weekly newsletter is posted on the school's website every Friday and emailed to you if you have signed up for this service. It is the easiest way to provide information for parents and carers. News, dates and other events are included. All dates are included at least twice so that if you miss a newsletter you will be able to keep up with what we are doing.

WEBSITE

The website is at www.woodlandview.notts.sch.uk, the website has useful information on it including a calendar of dates of school events, inset days and lots of information for parents and carers.

DATES

These are the known dates for the term so far. As other dates become known, we will include them in the newsletter.

Thursday, 17 th January	Parent/Carer/Grandparent lunch
Monday, 21 st January	Parents' Evening
Wednesday, 13 th February	Valentine Disco

Friday 15 th February	School Closes for Half Term at the end of the day
Monday 25 th February	School re-opens

6-8 th March	Author Appreciation Week
7 th March	World Book Day - dress up
Friday, 28 th March	Special Ladies Day Lunch

Term finishes at the end of the day on Thursday, 4th April 2019
School re-opens on Tuesday, 23rd April 2019

WHAT ARE OUR SCHOOL TIMES?

Breakfast Club - 8.00 am - 8.40 am
Doors open - 8.35 am

School starts - 8.50 am
Break - 10.30 am - 10.45 am
Lunch
KS1 - 12 noon - 12.45 am
KS2 - 12.15 pm - 1.00 pm

School finish - 3.00 pm

The nursery morning sessions begin at 8.45am and finishes at 11.45am.
The afternoon session begins at 12.15pm and ends at 3.15pm.

Our breakfast club is open to all our children; the cost of this provision is £1.00 per day. Aftercare, 3-4pm, is available to book online, priced £2.00. There is also the facility of wraparound care until 5.30pm hosted by Vicki Whatmore, for this provision please contact her direct on 07540073508.

TIMEKEEPING AND ATTENDANCE

Please be on time for school. Being late, even by a few minutes, affects the start of the school day for all of the children in your child's class. Children should enter school at 8.35am, ready to start new learning at 8.50am. By completing registration on time, we are able to ensure the attendance of children and start lessons promptly.

Last term we had children arriving at school after the register had been taken. This makes it very difficult for us to make a prompt start to the day, which has an impact on learning.

If your child is unwell, please notify the office first thing, stating why your child is not in school and when you expect them to return. Please call everyday of their illness.

Holidays during term time will not be authorised, fines will be imposed in accordance with the Local Authority guidelines. Fines will also be imposed for persistent absence (below 90%).

Please be on time to collect your child from school. Thank you for your help with this.

Please do not stand on the steps by the playground. Please do not stand in the office area unless you have an appointment booked with a member of staff.

The following items are a few reminders to help school run smoothly and safely.

CONTACTING SCHOOL

We understand that you may have concerns that you wish to raise with school. We welcome early notification of any concerns so that we can start to address them as soon as possible. Your first point of contact should be your child's class teacher. However, I will always make myself available to speak with you if I am able. Please ask at reception if you would like to see me. I can also be contacted by phone on 01623 487087 or via email on office@woodlandview.notts.sch.uk If I am unable to see you straight away, I will make an appointment for you to see me at a later date.

UNIFORM

Please make sure that children wear the correct uniform, including proper shoes. This is set out on our website. The uniform is smart and practical and enables the children to feel part of the school. If you are unsure about the uniform, please ask. Please label all items of clothing with your child's name. We can easily return lost labelled items

PE KIT

Children should have the correct PE kit in school. For indoor PE this is a white T-shirt, black shorts and suitable shoes. Tracksuits or jogging bottoms should only be worn outside in colder weather. Football shirts are not to be worn for PE. Leggings are not to be worn for PE. Please label all items of clothing with your child's name.

SCHOOLMONEY

Our school is cashless! We use SchoolMoney for all payments including school dinners and school trips, a login will be sent to you via email and or text message. It is important to keep us updated with any new email addresses or change of telephone numbers.

This is a polite reminder that accounts must always be in credit. There must always be sufficient funds in the account to pay for any meals you wish your children to have. We cannot allow children to have snacks or a lunch if their account is in debit. Thank you for your help with this.

JEWELLERY

Jewellery should not be worn. Wristwatches are permitted, as are studs for pierced ears. Other piercings are not allowed on health and safety grounds.

MOBILE PHONES

If children bring a mobile phone to school, these should be left at reception upon arrival and collected at the end of the school day.

TEXT AND EMAILS AND APP

At Woodland View Primary, we use text messages and emails to communicate with parents & carers. This helps us to inform you of any problems such as school closure in adverse weather conditions or lateness, due to heavy traffic on a school visit. We also email our weekly newsletter with updates of things that are happening in school on upload to our website. Please download our school app at the App Store, Google or see our website for details.

ENTRY TO AND EXIT FROM SCHOOL

This should be via the pedestrian entrance at the start and end of the day. Please do not drive up to the school gates, as we need to keep this free from obstruction in case of an emergency.

Please always go to reception if you need to visit during the school day and use the electronic signing in system so that we know you are in the building.

CAR PARK

Parents should not use the car park unless they have prior permission from myself, which may only be granted in extreme circumstances. Thank you for your help and patience with this.

AT THE END OF THE DAY

Parents and children should leave the site at the end of the day. Please do not allow your children to play on the school site at the end of the day by going on the field.

We hope you find this information useful, if you need any assistance please speak to our office staff who will be happy to help.

Kind regards



Mrs Ruby Grey
Headteacher

