

CANON POPHAM C of E PRIMARY ACADEMY

Church Balk, Edenthorpe, Doncaster. DN3 2PP

Phone: 01302 884465 Fax: 01302 890623

E-mail: admin@canonpopham.doncaster.sch.uk

Headteacher: Mrs A. Navas Chair of Governors: Mr D. Milnes



September 2018

Dear Parents/Carers,

Welcome back after the summer holidays- it is lovely to see all the children looking so smart and eager to make a good start to the new school year. We would like to extend a warm welcome to any new parents and children who are joining us for the first time. We hope you will enjoy being part of our school family.

Staffing

We welcome Mrs. Bubb as our new Nursery teacher. She will be working with Mrs. Wenban, sharing the teaching in Nursery. We also welcome Miss Hartshorne, who is an Initial teacher training (ITT) student. She will be training with us this year and will be based for the first term with Mrs. Milnes in Year 1. We hope they will quickly feel part of our school family and that parents/ carers and children will make them feel welcome.

In addition, during the summer holidays Miss Smithson got married and is now Mrs. Rowe! We know that she and her husband had a fabulous wedding day.

Office Refurbishment.

Over the last few years we have worked our way around the school building, improving all the classroom areas around the school. The children have benefitted greatly from the improved learning areas, which are now fit for purpose and of a standard that reflects the quality of education that Canon Popham provides. Over the summer, the school offices and head teacher's office have now been refurbished and decorated. This has been necessary to ensure that the offices are fit for purpose and provide enough secure storage etc. to comply with the new GDPR regulations. This refurbishment has been funded using specific ring-fenced funding that can only be used for building maintenance and refurbishment. We hope you will like our newly refurbished office areas.

Daily Maths, Reading and Writing Lessons and Maths Mastery teaching.

Last year we introduced very rigorous lessons every morning, focusing on reading, writing and maths. This was a very successful strategy, with children making very good progress and achieving outcomes that were better than national outcomes by the end of last year. As a result, we will be continuing with this teaching format this year. In addition, to enhance our maths teaching further, we are delighted to say that we have been successful in being accepted onto a programme to develop the teaching of maths mastery, along with 29 other schools across Doncaster. We will be accessing additional staff training and resources to further enhance our maths teaching across school. Look out for a parent's workshop that will explain what this means for our school and how we will be enhancing our already good maths teaching in the coming year. Further details coming soon . . .

Other Curriculum Area Developments

In the coming year we are looking to gain:

- ✓ Primary Science Quality Mark Silver Award
- ✓ Arts Mark
- ✓ Autism Charter Mark

All these awards have been selected as a means of helping us to enhance the work we are already doing in these areas. We will keep you updated with developments as the year goes on.

Volunteer Reading Champions

Over the last 2 years we have been lucky to have a volunteer team who have a focus on supporting children with reading throughout school. They are a huge help and I hope they enjoyed being part of the team in school. We would like to say thank you to them and we hope they will continue this year.

As a school we have identified that reading and particularly comprehension of texts continues to be an area that we need to focus on because children find this difficult. Therefore we would ideally like to add to the team of volunteers who could come into school to hear children read, check their understanding of texts and help them with the regular changing of their reading books. If we could get enough volunteers for every class to have at least 2 volunteer reading champions that would be fantastic. All volunteers are trained and would work under the direction of the class teacher. Any amount of time you can give, however small, would be very welcome. If you know of anyone who would be willing to undertake this - parents, grandparents, neighbors etc. please let us know.

Please be aware that as part of our safeguarding policy we would ask all volunteers if they would be willing to complete a DBS check. This is in the interests of protecting all our children and ensuring their safety at all times. Look out for a detailed letter about this, which will be coming out later this week.



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SATs.

Please note that the SATs tests will take place in the week beginning **Monday 13th May 2019 for Year 6** children. Years 1, 2, 3, 4 and 5 will also be assessed during May and June 2019. Can we please request that parents DO NOT take children out of school during this time.

In addition, there will be after school booster sessions for Year 6 from January 2019. We hope that all Year 6 children will attend these sessions for them to be as well prepared as possible for the tests.

Holidays/ Attendance

As you know, legislation is in place that prevents holidays being taken in term time unless in exceptional circumstances. Therefore, in line with the other schools in the pyramid as well as nationally, I will be unable to authorize any absence for holidays unless exceptional circumstances can be proved.

Unauthorized absence for holidays in term time will result in a fine.

Good attendance levels are crucial to a child's academic and social development and good attendance as at least 96%.

Last year at Canon Popham our attendance level dropped to just below the national expectation for the first time. This is something that we need to rectify in the coming year because we know that when children are absent from school it has been proved that their learning suffers. When children get behind with their learning it is hard for them to catch up and then school can become more difficult for them to manage.

Whilst we understand that occasionally hospital appointments must be made in lesson time please could you attempt to book all medical appointments such as general doctor and dentist appointments outside of school hours. Should you need to take your child out of school for a medical appointment please bring your child in to school first in order for them to receive their attendance mark for the session and to maximise on their learning time and then collect them from the school office. Following any medical appointment, we would be grateful if you could return your child to school as soon after their appointment as is practicably possible. The vast majority of medical appointments do not require pupils to have a full day of absence from school.

Uniform and jewelry

We are very proud of our high standards at Canon Popham and would like to thank all parents for ensuring that our uniform policy is strictly adhered to. We will be having a strong focus on ensuring that children's uniform follows the school policy in order to ensure that these standards remain high.

May I take this opportunity to remind all parents of children in Year 3 to Year 6 that **shirts and ties** are to be worn throughout the Autumn and Spring terms as this is part of the uniform policy. However, if we have a period of warm weather children may wear their Summer uniform on these days until October half term if parents feel that this would be better.

We would like to remind all parents that clothing needs to be clearly named in order that any lost items can be returned to their rightful owner.

For Health and Safety reasons we require children to wear black school shoes rather than trainers as part of their school uniform.

In addition, jewelry is not allowed in school. Children can wear a watch and whilst we would prefer no earrings to be worn, a small pair of studs would be acceptable (though children will need to remove these themselves for PE and swimming.)

Whilst each class from Year 1 upwards has P.E on a different day, it would be helpful if P.E. kits could be brought to school on Monday and remain in school all week. This allows for slight changes in timetable and ensures that children have their kit whenever they need it.

Children in Reception do not need a P E kit as they are able to access the outdoor learning environment as a daily part of their learning and the Foundation Stage physical development curriculum is accessed in this way. Therefore Reception children do not need a P E kit at this stage.

Our Year 5 children have swimming lessons as part of the National Curriculum programme of study. This year our school has been allocated swimming time from September to December- the Autumn term. Please be assured that the amount of taught swimming time will remain the same as when children were having a swimming lesson once a week for the entire year. They will simply be getting a longer lesson over a shorter period. This has proved to be more successful that shorter sessions over a longer period of time. Swimming lessons will be on Thursday afternoons and will start on **this week**. Children will need to ensure that they bring a swimming kit.



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Friends of Canon Popham

Our school is very lucky to have an active and hardworking PTA group that raises valuable funds for the school. You may be aware that we are currently trying to raise enough money to replace the climbing frame and ensure that the specialist flooring underneath is also refurbished. This will cost just over £5000.

We are always looking for new volunteers to help with the organisation of the numerous events in school. If you could spare the time to become involved, we would be delighted to see you at the next meeting which is our AGM and takes place on **Thursday 13th September at 6pm in the school hall.**

In addition, you can follow the work of the friends of Canon Popham through their Facebook link. For security reasons this is strictly limited to parents of pupils at the school. For further details ask at the office.

All the children in school really benefit from the additional resources that are funded by the 'friends'. Please become involved if you can- any support you can offer, however small would be gratefully received and we would be delighted to have you as part of the team. If you are unable to offer support yourself, please try to attend events as they are a vital fundraiser.

Homework.

Homework is a valuable part of the children's school experience and helps to support their learning at home. We aim to get a balance between creative and research homework and the practice of reading, spelling and maths skills that is so important.

In Nursery we will be introducing home reading, where children will be able to take home books to share with adults at home for them to begin to develop a love of reading and have opportunities to talk about and share books from the very start of their time in our school. The children will also have 'Challenge' books weekly, with a practical learning task that is based around fun and play based activity to support learning.

In Reception we would be grateful if you could practice your child's phonics and reading regularly. You will get detailed advice about how to do this at a parents meeting for Reception parents about reading. This will be on Tuesday 11th September at 5:30pm in the school hall.

Every year group in school will continue to have creative home learning linked to the topic the children are learning about in school. This will come home in a 'grid' format and will give a wide choice of activities that the children can choose from to complete as part of their home learning. **Children will be expected to choose 1** activity from the grid to complete each half term. We will ask that this is returned to school for display at the half termly Pride in Our Learning sessions, so that the learning can be displayed and shared with other children and parents/carers.

From Year 1 upwards we will also be giving weekly homework based on the skills that the children are being taught in lessons linked to maths. We will also be giving weekly spellings to be learnt and these will be tested weekly. Homework will be used as a means of practice to reinforce the things that children have been learning in class. This weekly homework is compulsory. If a pupil does not complete and return the homework on the correct day, they will be asked to do the work in a break or lunchtime to ensure that they are keeping up and not getting left behind. Details of days for homework to be sent home and returned will be on the school website class pages and you will also be informed of this by individual class teachers.

If your child is in Year 2 or Year 6 you will find that as the year progresses some additional homework tasks will gradually be introduced so that the children are prepared for their tests in these year groups. In addition, the increase in homework at Year 6 will help to prepare the children for the homework demands of Year 7.

As the children progress through the school homework requirements increase. Please continue to hear your child read at home regularly, even when they are 'fluent' readers. This gives an opportunity for you to ask questions about the content of the book and monitor your child's understanding of what they are reading. We are still finding that children are struggling with the understanding of some vocabulary as well as comprehension of what they are reading. We would prefer that parents hear their children read fewer pages each night but that they spend more time discussing what has been read.

Please note that as part of our drive to ensure the highest of standards in all aspects of our school, we will expect that written homework to be completed neatly and returned to school presented to a good standard. We would be grateful for parents support in this. Where standards of neatness and presentation are not acceptable, children will be expected to complete the homework again during a break or lunchtime.



We're working towards Artsmark
Awarded by Arts Council England

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If you have any queries or concerns about homework set or how you can best support your child, please speak to the class teacher who will be happy to help and offer advice.

Reading Record Books

From Reception to Year 6 every child will have a reading record book in which parents/carers should record EVERY TIME you listen to your child read at home. The reading record books have been developed specifically for our school and contain helpful advice for parents on hearing children read and the sort of questions that you might ask about the text. **It is essential that parents note down in the book every time they hear their child read.** Staff in school will be monitoring the books weekly and where children are not reading regularly at home to an adult, parents will be contacted to discuss this further. In Reception children will be expected to read 15 times per month and from Years 1 to 6 the expectation will be 20 times per month.

If children are not reading regularly they will be given opportunity to read at break times instead in order that they are able to catch up with their peers. Where parents or carers fail to record in the reading record book when they hear their child read we will be unable to count this towards the reading requirements total each month.

Please ensure that reading book and reading record books are in school every day. Should either get lost parents will be asked to pay for a replacement.

When your child has filled a reading record book we will be delighted to provide a replacement book free of charge.

Dinner Money.

Please note that **all children up to the end of Year 2 will be eligible to receive free school meals regardless of income.** However, Key Stage 2 pupils will still be expected to pay for their meals unless they are in receipt of free school meals, which should be applied for in the usual way.

All money owing to school should be paid through the Parent Pay system e.g. school dinners, breakfast club, and visits etc. on line. If you are unable to access the on line payment method, please speak to the office staff and an alternative method of payment can be arranged. However, please note that the school will be unable to allow parents to get into arrears with lunch money payments as the school then becomes liable for these payments to the Doncaster Schools Catering Service. School budgets are very tight and we are unable to meet the cost of arrears payments from our school budget. Therefore, we would ask that you ensure that payments for lunches are up to date.

If there are personal circumstances which mean that this is not possible, please speak to Mrs Navas in confidence so that help can be provided.

IF YOUR CHILD IS IN RECEPTION TO YEAR 2 AND YOU THINK THAT YOU WOULD QUALIFY TO RECEIVE FREE SCHOOL MEALS **PLEASE CONTINUE TO APPLY FOR THEM** EVEN THOUGH YOU WILL GET THE MEALS PROVIDED AUTOMATICALLY. SOME OF THE SCHOOL FUNDING MONEY WHICH WE RECEIVE IS BASED ON NUMBERS OF CHILDREN ELIGIBLE FOR FREE MEALS AND IF PARENTS DO NOT CONTINUE TO APPLY THEN THE AMOUNT OF MONEY THAT THE SCHOOL RECEIVES WILL BE REDUCED. This will then affect the amount of subsidised activities/ visits etc. that we can offer and even the amount of staffing that can be provided in school to support learning.

If you would like to discuss this further please speak to any member of the office staff or to Mrs Navas

We require that children remain on either school dinner or packed lunch, whichever you have chosen, for a full half term. It is not possible to change mid-way through a half term as the cook has to order food well in advance.

Milk

Just a reminder that if you would like your child to receive milk daily in school, whether they are entitled to free milk or not, you will need to register on the Cool Milk website.

If you do not register your child they will not be able to receive milk as only the correct amount of bottles are delivered daily for pupils registered to receive it.

The Daily Mile.

We will be continuing to do the compulsory Daily Mile for all children from Reception to Year 6. A number of parents have reported that since we introduced this last year, they feel that their child's fitness level has improved. In addition, other benefits include:

- Improved fitness and stamina levels
- Healthier children who understand the importance of exercise for a healthy lifestyle
- Improved social interaction (as children are 'walking and chatting' to friends during their daily mile)
- Better involvement in lessons following the daily mile, as children have been able to walk or run off energy and come back into class in a better frame of mind for learning



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The Daily Mile takes place for all children at morning break time. Reception and Key Stage 1 children will walk or run the perimeter of the playgrounds and Key Stage 2 will complete their mile by walking or running the perimeter of the field. (5 laps = 1 mile)

Children DO NOT have to run, but can do so if they wish. There WILL NOT be a competitive element - they will not be placed e.g. 1st, 2nd etc. Quite simply, each child will be expected to have a go and do as much as they are able to in the 15 minutes. If children are not able to complete the mile in the 15 minutes allocated that's fine. We hope that as time goes on they will be able to do more. Research has shown that ALL children benefit, and their fitness levels improve. The children will be supervised by staff on duty.

For those who enjoy other games such as football etc., there will still be opportunities to play and choose their own games at lunchtime and afternoon break.

Please ensure that EVERY DAY your child has:

- Trainers if you prefer that these are worn for the Daily Mile
- A coat
- Their water bottles

Children will be going out to do their daily mile every day unless the weather is so poor that this is not possible. Therefore, having a coat is important as we do not have spare coats to provide children with if they have forgotten theirs.

Term dates.

School opens for children	School closes for children
Tuesday 4 th September	Thursday 25 th October
Monday 5 th November	Thursday 20 th December
Monday 7 th January	Friday 15 th February
Monday 25 th February	Friday 12 th April
Monday 29 th April	Friday 24 th May
Tuesday 4 th June	Friday 19 th July

Training days.

The training days this year are as follows:

Monday 3rd September- staff will be training on Maths Mastery

Friday 26th October – staff will be training on 'Team Teach' techniques

Friday 21st December- curriculum development and meetings

Monday 3rd June- Curriculum review and planning for 2019/20

Monday 22nd July- Maths Mastery training and review/ development

Please note that we will NOT be having a training day on the local election day in May, as we have done in previous years. This is because we have been able to arrange that voting takes place in the church from now on and not in the school. This allows us to continue with our school sessions as normal on this date. We can lock off all access points from the church to school so that children will be safe when the public are accessing church for voting purposes. We will be taking this training day on 3rd June instead.

Dates for the future

Other term dates will be sent out in the usual diary dates letter later in the week.

We look forward to working together to have another happy and successful year in school. Please feel welcome to speak to myself or any member of staff if you have concerns or queries regarding your child. We are always here to help!

Yours sincerely,

A Navas

Headteacher



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