



DUNNINGTON C.E. PRIMARY SCHOOL

Pear Tree Lane

Dunnington

York YO19 5QG

Tel 01904 552910

dunnington.primary@york.gov.uk

www.dunningtonprimary.co.uk

Headteacher: Caroline Hancy

head.dunningtonprimary@york.gov.uk

September 2018

Dear Parents/Carers,

I would like to begin by offering a very warm welcome to you all following the summer break. The holidays do seem to fly by, and we have certainly enjoyed some fantastic weather this year, but it is always good to get back into the school routine and to see everyone again.

On behalf of all who work at the school, I would like to pass on a very big thank you to children and parents for all the kind cards, letters and gifts received at the end of last term. They were very much appreciated.

Parent Welcome Meetings

You should have received a letter regarding our September parent welcome meetings. This is an opportunity to meet your child's new teacher, to find out a little about the curriculum organisation and expectations and to meet other parents of children in your child's class. It would be great to see as many parents as possible, but please don't worry if you are unable to attend, information will also be sent out in a class newsletter and published on the school website.

Plan of the School

Teachers often move classrooms to accommodate their new intake. I have attached a plan of the school so that you can see where your child's new class is situated. I hope it makes sense!

School Staffing Update

Unfortunately, Mrs Brandon, our office manager, sustained a significant leg injury whilst on holiday and is therefore unable to be in school for the start of term. We have managed to secure the services of Mrs Tracy Shillito, an experienced school administrator, to work alongside Ms Hutchison and Mrs Falshaw. We will endeavour to ensure the school office continues to run efficiently. Inevitably some tasks may take a little longer than usual so we thank you in advance for your patience.

We are also very pleased to welcome Mrs Mitchell on to our teaching team. She will teach for one day a week in each of Mrs Elliott's and Mrs Waddle's classes, allowing them both to reduce their working week to 4 days.

Please find below updated information on our current staff roles and contact details (where appropriate). **There have been changes to some staff email addresses**

	Mrs Hancy	Headteacher	head.dunningtonprimary@york.gov.uk
Early Years and Key Stage One Team	Mrs Gilderdale	Early Years Leader and Reception Teacher	caroline.gilderdale@dunnington.yorkschoools.net
	Mr Gargiulo	Key Stage 1 Leader and Y2 Teacher	antonino.gargiulo@dunnington.yorkschoools.net
	Miss Jarvis	Reception/Y1 Teacher	lucy.jarvis@dunnington.yorkschoools.net
	Mrs Abbott Mrs Rowntree	Y1 Teacher Y1 Teacher/ PPA cover	davina.abbott@dunnington.yorkschoools.net lucie.rowntree@dunnington.yorkschoools.net
	Mrs Birkenshaw Mrs Collins Mrs Midgley Mr Scoreby	Teaching Assistant Teaching Assistant Teaching Assistant Sports Coach	
Lower Key Stage Two Team	Mrs Sheard	Lower KS2 Leader/ Y3/4 teacher	katie.sheard@dunnington.yorkschoools.net
	Mrs Rab	Y3/4 teacher/ SLT cover	pip.rab@dunnington.yorkschoools.net
	Mrs Jones Mrs Todd	Y3/4 teacher Y3/4 teacher	sue.jones@dunnington.yorkschoools.net charlotte.todd@dunnington.yorkschoools.net
	Miss Dunn	Y3/4 teacher	jessica.dunn@dunnington.yorkschoools.net
	Mrs Rose Mrs Subritzky Mr Scoreby	Teaching Assistant PPA Cover Sports Coach	edwina.subritzky@dunnington.yorkschoools.net
Upper Key Stage Two Team	Miss Dickenson	Upper KS2 Leader/ Y6 teacher	rachel.dickenson@dunnington.yorkschoools.net
	Mrs Elliott	Y5 Teacher	tracey.elliott@dunnington.yorkschoools.net
	Mrs Waddle	Y6 teacher	collette.waddle@dunnington.yorkschoools.net
	Mrs Mitchell	Y5 Teacher (Thurs) Y6 Teacher (Fri)	jennifer.mitchell@dunnington.yorkschoools.net
	Mrs Downing Mrs Lockwood Mr Scoreby	Teaching Assistant Teaching Assistant/ PPA cover Sports Coach	jenny.lockwood@dunnington.yorkschoools.net
Whole School	Mrs Subritzky	SENCO/Pupil Support	edwina.subritzky@dunnington.yorkschoools.net
	Mrs Taylor Miss Ellis	Pupil Support Pupil Support	
Office Staff	Mrs Brandon	Office Manager	dunnington.primary@york.gov.uk
	Mrs Falshaw	Office Assistant	alison.falshaw@york.gov.uk
	Mrs Hutchison	Office Assistant	hazel.hutchison@york.gov.uk
*PPA- Planning , Preparation and Assessment SLT- Senior Leadership Team			

Please be aware that staff will endeavour to check emails each day but this cannot be guaranteed so for urgent matters, please leave a message with the school office.

Home-School Communication

Last year we introduced a weekly newsletter for parents to avoid email overload. Please look out for this every Friday either in book bags (if you prefer to receive hard copy) or by logging on to your email or parentpay account. Please let the school office know if there are any problems.

Whilst we do try to send most news items out on Fridays, occasionally, due to tight timescales, this is not possible.

Attendance and Punctuality

Registration takes place between 8:55 and 9:05am. If children arrive during registration but before 9:15am, they are marked as late. The registers close at 9:15 am, therefore if a child arrives after this time, they will be recorded as 'late after the register has closed' which shows as an absence in their overall attendance figures. **Please could you ensure that children, particularly upper key stage two who tend to make their own way to school, arrive between 8:45 and 8:55am and no earlier as staff cannot be available for supervision.** Duty staff will be on each playground to meet the children at 8:45am

Persistent lateness causes problems for the child, the class and the teacher. Parents should therefore try to ensure that their child arrives in time for the start of school and also inform the school office if their child will be absent from school. We will try to make contact if we haven't received notification.

Most children are collected from school. KS1 children are handed over to parents in the KS1 playground. KS2 pupils are escorted to the school gates. Children are expected to come back into school if their chaperone is not waiting for them. Many year five and year six pupils walk home on their own. Please inform your child's teacher if you **do not** give permission for your child to do this.

Attendance at school is very important to ensure continuity in progress. At the end of each term we will send you an attendance report for your child. The government expects schools and local authorities to:

- Promote good attendance and to reduce absence, including persistent absence;
- Act early to address patterns of absence.

For your information:

Attendance in line with DfE expectations	95%+
Attendance below DfE expectations	90-94.9%
Persistent absentee	Below 90%

Unfortunately from time to time, children do become unwell. We do ask that children stay at home when they are not really well enough to come to school. You know your child the best. Please do not send them to school if you feel they will struggle to cope with the routines of the day and **always** ensure that they have been symptom free for 48 hours following diarrhoea or vomiting. It is also therefore important that we really emphasise and encourage a hygienic culture of thorough hand washing and use of tissues with all children in school and keep children at home if they are at risk of spreading infection. We do have hand gel in each classroom which we encourage the children to use.

Also, just to remind you all that regulations issued by the Department for Education regarding requests for holidays during term time continue to be in force. I am therefore unable to grant authorised leave of absence for holidays unless there are exceptional circumstances. Guidance from the local authority suggests exceptional circumstances such as:

- Service personnel who are prevented from taking holidays outside term time if the holiday will have the minimal disruption to the pupil's education or
- When a family needs to spend time together to support each other during or after a crisis.

School Uniform

The children have arrived back looking very smart in their school uniforms. Please could you ensure that all articles of uniform, including PE kit and shoes, are named. We really would like to reduce the amount of lost property in school!! There are a number of articles left over from last term. Please do pop and have a look if you know you are missing something. **Lost Property is located in the main entrance corridor near the photocopier.**

Water Bottles

The children are encouraged to drink plenty of water throughout the school day so please ensure they have a named water bottle in school. These can be purchased at the school office for 95 pence or supplied from home. Whilst we do try to keep them clean in school, please also encourage your child to bring them home each weekend for a good wash!

Jewellery

For safety's sake the wearing of jewellery, with the exception of watches, is discouraged. We are unable to accept responsibility for the care of jewellery or for the damage caused by the wearing of earrings. If your child has pierced ears, please ensure that small studs are worn. All jewellery, including studs, must be removed for P.E. and should not be taped up. It should be kept in a named container. We cannot be held responsible for lost items of jewellery. Unfortunately members of staff are unable to help children to remove jewellery. If your child is unable to remove their own jewellery, please ensure items are removed at home on the relevant days otherwise they will not be able to take part in the PE session. If your child is planning on having their ears pierced, the best time is early in the summer holidays to allow time for the ears to heal.

School Meals

Our school meal service is provided by Caterlink. The price of a school meal for KS2 children continues to be £2.15 per day. Reception and KS1 children continue to receive free school meals. Where possible, please pay for school meals using our Parentpay online facility as this significantly reduces our school office workload. Please ask for details at the school office. It is also helpful to the office staff if you book your choice of meals for the week, every Monday as all meals are cooked to order. This can be done by letter or email.

A copy of the menu will be sent home and can also be viewed on the school website. As ever, if you would like to come and join your child for lunch to sample the school menu, you would be most welcome. Please contact the school office to arrange.

We continue to provide a mid-morning snack of toast (currently 15p a slice) and milk (currently 15p a cup). Milk is free for under 5s and children in KS1 also have access to free fruit at break times. Children are welcome to bring fruit from home, should they wish.

Nut Free Zone

For the benefit of parents new to the school, you may have read in our prospectus that our school is a 'nut-free zone'. This is because we have a number of children in school who have a **severe** nut allergy. We therefore ask that all parents avoid putting nuts or any product that contains whole nuts into packed lunches. Thank you for your cooperation on this matter.

Bringing Cycles and Scooters to School

Many children bring their cycles and scooters to school. Whilst we encourage this as a healthy form of transport, we do want our children to be safe. We ask that children dismount their cycles and scooters before they enter the school gates and walk them to the scooter parks and cycle sheds sensibly. Please do not allow your child to scooter or cycle in the playgrounds before or after school. Could I also ask that parents and children do not walk, scooter or cycle in the front car park at the beginning and end of the school day.

Parking around School

Parking near schools is a city-wide problem. Despite numerous pleas in school newsletters, we still have an issue with cars dropping off and parking on the double yellow lines, zig zags and neighbouring driveways making it difficult for children to see and dangerous to cross near our school. We have had a number of 'near misses' and complaints from neighbours who are unable to access their properties, which is concerning. Your help and consideration would be very much appreciated. For parents new to the school, may I alert you to the fact that Hunter's Way is a private road- please refrain from parking down that street.

Bug-Busting Week

As is tradition at Dunnington CE School, the first week of every half term is 'bug busting week'. This approach to the problem has, in the past, been very effective in working towards the elimination of head lice from our school. We would therefore like to ask for your co-operation in continuing with this regular event. We do occasionally have one or two reports of head lice in school, so it is important to be vigilant.

Please remember that we need every family to participate in order for our efforts to be effective. Please proceed as follows:-

Starting from today, please check for head lice and eggs and wet-comb the hair of every member of your family at least once every three days for at least one full week.

Experts are divided as to whether wet-combing or chemical treatment is best but unless you find lice or eggs, it is better not to treat heads with chemical preparations.

If you are unfamiliar with head lice and would like more information or support about detection and treatment, please see Mrs Hancy or Mrs Brandon.

Extra-Curricular Clubs and Important Dates for the Term will be confirmed and sent home next week. They will also be uploaded to our website: www.dunningtonprimary.co.uk

As always, if you have any concerns about anything mentioned in this letter or your child over the course of the year, please get in touch.

With very best wishes,



Caroline Hancy