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Head Teachers: Mrs Ruth French & Mr Andrew

Wednesday 3rd February 2010

Dear Parents,

Firstly we would like to remind you about our book week next week (8th-12th February). The theme of the week is 'Monsters', and children will be doing work along this theme during the week. There are also a couple of special events during the week for you to be part of. On the Tuesday (9th) all the children can come into school dressed as a book character, this need not be monster related if you wish. Over the past few weeks the children have also been thinking of ways to raise money for Haiti and one of the ideas was for children to bring in £1 for this dressing up day, so we will be accepting donations to Haiti on this day.

The other special event planned is a **community cinema night** on the Wednesday (10th) at 6pm in the school Hall. Families are invited to come together to a screening of 'Monsters INC'. This event is being run by the PTA in support of book week and will cost £1 per person with drinks and monster sized related snacks available. This is the first event of this type that the school has tried to put on using the new screen and hall projector. We hope this may lead to other cinema nights in the future for different groups of the community. As it is a first attempt, we do really need to gauge numbers (the hall's capacity being 160) so if you could please fill in the attached form at the foot of this letter and return it to the school this week we would be very grateful, but please send in no money as this will be taken on the night.

The final new book week event is designed for the reception children and their parents. It is on the Wednesday (10th) and is an opportunity to attend a 'books and biscuits' session. This will be run by the after-school reading club in the classroom next to the reception class areas. There will be lots of lovely picture books, and parents are welcome to read with their children. There will also be lots of older children ready and willing to read with them too.

As usual the book week will also play host to the book fair in the school hall from the Monday to the Thursday at 3.15pm until 4pm. We also ask that on the Wednesday (10th) the children bring to school a favourite book of theirs to share with a friend.

On the subject of the children's ideas for raising money for Haiti, another is that we use the school's Hardwater project as a means of fundraising. You may already be aware that on Friday mornings the children have been taking part in a business enterprise style project creating and marketing products for sale when the school transforms into the Hardwater shopping centre on the 12th February. The children have made many products for sale and the original idea was for them to have pretend 'Hardcash' money in order to spend on purchasing products made by other children around the school. Many children have had the thought that this could be used as a means of raising funds for the Haiti appeal and we have been exploring ways in which this could easily be achieved whilst also allowing the children equal money to spend on the day. The latter aspect being an important part of the project. So we are asking for a donation of any amount from parents on that morning which will then be converted into £5 of 'Hardcash' no matter what the size of the donation is. This money raised will be added to any funds raised from the dressing up day. If you have any other ideas for fund raising for haiti then please let the school know and we will add it to our list of ideas.

On a less enjoyable matter, we need to update you all on some alterations to school practice that is required for us to comply with the new safeguarding requirements. Due to the various early morning clubs and jobs currently undertaken by your children, we now have a significant number of pupils in the building from as early as 8.00 in the morning. In order to ensure compliance with safeguarding procedures, protecting children under our care, we need to ask that all parents help us in the following ways.

Please drop your children in the established way via the playground unless they need to be dropped earlier for a club. In this case they may be dropped via the front entrance, however if you still have another child to take to registration this must be done via the playground entrances. You may of course still visit the school office as normal. The front doors will be locked down as soon as children are in the building. Also please refrain from walking through the school unattended, as this puts us in a very difficult position regarding the safeguarding of all of our children. Similarly we'd also like to ask you not to open the security doors yourself to let in other parents, they should be buzzed through by office staff only. At the same time we want to balance these measures with being as accessible as we can, as the last thing we want to do is to stop you talking to us if you have an urgent message to pass on. If you do wish to speak to a teacher, please pass on a message via the member of staff manning the playground entrance doors. To make sure this is always possible we have asked members of staff to ensure that someone from each teaching team is always manning each pupil entrance door from 8.50am. If you are visiting the school to help in a class, please report to the front office when you arrive rather than go directly to the classroom, as we need to keep a record of all adults in the building and ensure that appropriate checks have been carried out. We're sure you understand that as a school we would be deemed negligent if we did not minimise any potential danger of a stranger entering the building and gaining access to your children. Thank you so much for your understanding and support in this matter. If you do have any questions in relation to this or any other matter please do not hesitate to get in contact with the school.

Finally, on an unrelated matter we have a lot of unclaimed lost property that is not named. There is a scout jumble sale on Saturday, so we will be recycling anything that's still left on Friday evening!

Yours sincerely,

Andy Matthews & Ruth French

Monsters Inc cinema night

I would like to register my interest in attending the cinema night. There would be ____ of us attending.

Signed _____