



# Newsletter

**Issue 1**

**Wed 5th September**

*Always try to treat others as you would like them to treat you.*

## Welcome Back

Welcome back to you all after the summer holidays, and a special welcome to all our new pupils. I hope you all had a lovely break over the summer and are ready to make a great start to the new school year.

As always, if you have any questions, concerns or need more information about anything, now or at any time during the school year, please do not hesitate to contact your child's class teacher or myself, and we will be happy to do all we can to help.

Our school website address is: [www.stjohnbostepprimary.org.uk](http://www.stjohnbostepprimary.org.uk), where you can find information about your child's curriculum for this year, school holidays, lunch menus, important dates and lots more. You can also sign up to receive our school newsletters via email—just click on the 'sign up' link on the homepage and fill in your details.

## Consent and Information Forms

Your child has been given a pack of forms for you to read, complete and sign; these should then be returned to school by this Friday please. It is especially important that the contact form is up to date as we often have to contact parents (eg when their child is poorly) and it is surprising how often contact details change. Thank you.

### General Reminders

As we start a new school year I would like to remind you about a few general things which help the school day run smoothly:

- Please ensure your child has their PE kit in school and that it is clearly labelled with their name. Please ensure other clothing, particularly jumpers and cardigans, are labelled too. It is much easier returning lost property to its rightful owner if it has a name in it.
- The school day starts at 8.50am. It is important to ensure your child has a punctual start to every day so that they are ready to learn with the rest of their class.
- In the event of absence (eg illness), a phone call should be made to school before 9.30am on the first day of absence to explain the absence. If we have not been notified of a reason for absence by this time regulations state that the absence must be recorded as unauthorised. If your child has a medical appointment to attend during the school day school should be notified in advance.
- Leave of absence from school may only be authorised if there are deemed to be exceptional circumstances; family holidays do not normally meet this criteria. We have an absence request form for exceptional circumstances, which must be completed and handed in prior to any leave being taken. This form is available on the school website (policies section) and also on request from the school office. Please be aware that completion of the form does not necessarily mean that leave will be authorised. This does not apply to absence due to illness.
- If you pay for school meals for your child please pay by the Monday—this can be done via our online payment system or by cash or cheque direct to school.
- Earrings and other jewellery are not to be worn in school.
- Please ensure your child comes to school wearing correct uniform, which includes black school shoes.
- It is important to remember to inform a member of staff if your child is going home with anyone not on their 'pick-up' list (eg going to another child's house for tea).

Best Wishes from Mrs Cushlow  
Headteacher