

# EXWICK HEIGHTS PRIMARY SCHOOL

Autumn Term – September 5<sup>th</sup> 2018

Website: [www.exwickheights.devon.sch.uk](http://www.exwickheights.devon.sch.uk)

**Dear Parents & Carers,**

I would like to warmly welcome you all to the start of another academic year here at Exwick Heights and a special welcome to any new families who are receiving our school newsletter for the first time! I hope you have all had a wonderful summer with your children. I have really enjoyed talking to different children today and hearing about all that they have been up to!

I know the start of term can be quite daunting (especially for parents) and so I am delighted to share that I have been incredibly impressed by each class this morning as I walked around the school - all were actively engaged, even our very youngest pupils in the Nursery class. It was a real pleasure and privilege to greet you this morning and witness your children arriving with their huge smiles as they shared stories from their holidays and showed off their shiny new shoes and uniforms! Members of the school's Senior Leadership Team will, as always, be outside each morning to meet the children and are available to speak to any parent or carer. Your child's teacher is also available to meet with you prior to the start or after the finish of the school day so please do not hesitate to approach us if you have any queries, questions or concerns. I am very keen to gain feedback from you all about our work as this is invaluable to enable us to continue to improve and my wonderful team of staff will be very grateful for your time. We will be wearing high visibility jackets so hopefully you will be able to find us easily!

I am sure that your children will be tired this week as they settle into their new classes and routines. Please do not worry! This is quite usual and we will happily support each individual accordingly.

**Term Dates for 2018/19:** These are always available on our school website and will also be printed on subsequent newsletters as the year progresses. Please ask a member of staff if you have any questions. Our school dates for the academic year 2019/20 are also available on the school website.

**Parent Curriculum Plans:** Our year group teams of staff are drawing up this term's Curriculum Plans and they will be with you shortly. These plans will enable you to have an overview of what your child will be learning across the autumn term and help to keep you informed with regard to how you might support them at home. The school's blog provides a more detailed breakdown of the curriculum each week and is updated every Friday (barring any technical issues) to share information about what our year groups have been learning. The blog (which can be accessed on the school website) is a super way to be informed about exactly what your child has been up to at school and is very effective at encouraging children to share more about what they have been up to!

**School Dinners:** Our tempting menu is available on the website and from the school offices. The school meal cost is £2.50. Dinner tickets are sold on daily, any cheques should be made payable to 'TWMAT'. If you are registered with Schoolcomms (and we strongly urge that you are) you can order and pay for dinner tickets through this on-line facility. The tickets are then sent home with your child. *Just a reminder that if your child is in Years 3-6 and they would like to order a jacket potato or the vegetarian option, they must tell their teacher when the dinner register is taken.*

**Mobile Classroom:** As many of you will be aware, the school has grown considerably over recent years and we now have three classes in each year group from Reception to Year 6. As a result, we are having a mobile room situated at the front of the school to enable a private space for meetings. There will also be a toilet in this area for the next academic year. We ask that parents who need to use our facilities during the school run please use this toilet once it is in position (and plumbed in!). This will help to 'free' our admin team to support any questions or queries rather than having to supervise the adult toilet areas by each reception office. Thank you for your support with this!

### Some helpful reminders regarding the organisation of the school day:

These notes are to support our school community with routines and procedures at the start of the school day. I recognise that it can be tiresome to be given such a list of directions but hope that you recognise the necessity to ensure that we are all informed as it makes the school run a much more successful experience for everyone. Thank you for your co-operation!

The pedestrian gates from Peterborough Road and those at the main entrance are opened at 8.30am. *I would like to remind all parents that even though the gates may be unlocked, entry onto the school grounds is not permitted before this time unless you are a member of staff or dropping children off at Playclub. This is because of insurance cover and is for your safety.*

The main school office is open daily from 8.30am through to 4.00pm and the Early Years office is open from 8.30am to 9.30am only.

**Mornings** -All playgrounds can be accessed from 8.30am with our classroom doors opening at 8.40am for early morning work. The formal day begins at 8.50am so all children must be in their classrooms by this time. At KS2, the ringing of the bell at 8.45am is the signal for pupils to go to class if they have not already done so and for parents to start to leave the classrooms/school site. Any pupil arriving after 8.50am will need to enter their school building through the school office. To ensure the children's safety, admittance to each building after 8.50am must be via the appropriate building's school office. Access from Peterborough Road to Gloucester Road (or vice versa) must be via Exwick Lane after this time to enable staff to secure the school premises and safeguard the school site.

**Afternoons** - The main pedestrian gates and those leading down to the Yr 3/4/5 will be opened at 3.10pm daily. No one should be on the school site prior to this time unless they are visiting the school office and have signed in. This is to ensure that we are aware of any adult on the school site. The gate at the bottom slope leading to Yr 3/4/5 will be opened by a member of staff at 3.15pm when parents can then access the lower playground. The Early Years main playground gates (front & side) will be opened just before 3.15pm.

The playground areas outside all of our classrooms are narrow; we ask parents and younger siblings to wait away from the windows and doorway into each class to provide a clear walkway and allow teachers to see each parent/carer easily to safely dismiss the children.

### **Tips on how to access areas when you have more than one child in the school**

- With the exception of our Nursery children, always drop off and collect from the Early Years first.
- If parked at the front of the school, use Exwick Lane or the walk way past the kitchen/hall/offices to get to and from the Early Years (Nursery/Reception/Yr1) site.

### **Using the 'Drop Off Zone' (mornings only)**

- **Use the Drop Off Zone** if you are dropping a Yr 2 child with an older sibling. (Yr 2 pupils must be accompanied to the class by either a parent or a **sensible** older sibling).
- **Use the Drop Off Zone** if you are dropping a Yr 3, Yr 4, Yr 5 or Yr 6 child.

When driving onto the site, please ensure your speed is **no more than 5mph** and always drive to the **furthest point** of the drop off zone. Please be alert to parents and children when you drive in and out and those walking in the lane. Please remember that this should only be used to quickly drop off, if you have any other business on the site (visiting the office or speaking to staff, for example) then you will need to park off-site. **Drivers should not need to leave their vehicle and parking is not permitted under any circumstances in the drop off zone.** Children need to be 'dropped off' in the Drop Off Zone itself and should not leave the car while it is on the drive, for their safety.

At the end of the school day, the vehicle gates will be open from 3.30pm for those parents collecting from the Playclub or After School Clubs.

### **Parking around the school area:**

Parking around our site is extremely challenging. Please ensure you allow time to park/stop considerately and where possible, park away from the school. I'm sure you will be aware of the need to avoid blocking drives or

parking on double yellow lines or crossing points. The raised crossing at the front of the school must be kept clear, as parking either side of it on the double yellow lines **puts our pupils in danger** they cannot be seen by car drivers coming up the hill. There is a 20mph speed limit around the school and the area directly in front of the main school gates is a 'One Way' system which is a '**Strictly No Parking**' zone. Sadly, I have already received complaints today from residents who have been affected by inconsiderate parking. Please help us to develop a positive relationship with our neighbours by parking considerately and allowing time to find a suitable parking space (this may well involve walking the last part of your journey to school).

We urge all family members with a disabled badge to park on the school site in the disabled spaces provided, with the blue badge prominently displayed. **Please do not park on the double yellow lines outside the school.** If the disabled spaces are full on the main site, please park in the far end of the 'Dropping off Zone' (exit gate end) ensuring that your badge is clearly displayed.

Phew! I realise that this is a huge amount to remember but if we work together, I am confident that we will be able to ensure that our school run is as smoothly as possible. Thank you for your help with this.

On that note, I will sign off – thank you all again for helping to make this an incredibly successful start to the school year!

Mrs C. Neal  
**Headteacher**

### **Term Dates 2018/2019**

Wednesday 5 <sup>th</sup> September 2018	Children return to school for Autumn term
Monday 22 <sup>nd</sup> October – Friday 26 <sup>th</sup> October 2018	Half-term holiday
Monday 29 <sup>th</sup> October 2018	Children return to school
Thursday 20 <sup>th</sup> December 2018	Last day of term
Friday 21 <sup>st</sup> December 2018 – Friday 4 <sup>th</sup> January 2019	Christmas holiday
Monday 7 <sup>th</sup> January 2019	Non pupil day – staff in
Tuesday 8 <sup>th</sup> January 2019	Children return to school for Spring term
Monday 18 <sup>th</sup> – Friday 22 <sup>nd</sup> February 2019	Half-term holiday
Monday 25 <sup>th</sup> February 2019	Children return to school
Friday 5 <sup>th</sup> April 2019	Last day of term
Monday 8 <sup>th</sup> April – Monday 22 <sup>nd</sup> April 2019	Easter holiday
Tuesday 23 <sup>rd</sup> April 2019	Children and staff return for Summer term
Monday 6 <sup>th</sup> May 2019	Bank holiday
Monday 27 <sup>th</sup> May – Friday 31 <sup>st</sup> May 2019	Half-term holiday
Monday 3 <sup>rd</sup> June 2019	Non-pupil day – staff in
Tuesday 4 <sup>th</sup> June 2019	Children return to school
Monday 24 <sup>th</sup> June 2019	Occasional day – no school for pupils or staff
Tuesday 23 <sup>rd</sup> July 2019	Last day of term for pupils
Wednesday 24 <sup>th</sup> July 2019	Last day of term for staff