



*Together We Can*

# Newsletter

Thursday 26th May 2017

## Summer!

Now that the sun is here - hopefully to stay - Please can you remember to send sunhats, sun cream and a water bottle (no juice, please) in with your child after half term. Thank you.



### Acklam Sports and Gymkhana Show

Acklam Sports and Gymkhana Show is on Saturday 3rd June and FoLS will be having a cake stall there to raise funds for school.

If any of you are intending to go to the show, it would be very much appreciated if you could donate some cakes on the day.

For further info please ask a member of FoLS or go to [www.acklamsports.com](http://www.acklamsports.com).

### **Risk Assessments.**

We have recently undertaken our annual review of our risk assessments, specifically those pertaining to access to premises, arrangements for the start and end of the day and play and lunchtime supervision and systems.

We would like to make you aware of the following:-

Parents who drive their children to school should not be driving up Back Lane either at the beginning or end of the day. Parking is available in the pub car park. If anyone tries to drive up Back Lane they will be asked to wait until all children have left the premises and all buses have left.

Parents who bring dogs to school should leave them in the school car park by the bins rather than near the entrance gate. This will stop children congregating in the entrance/on the road.

Children will not be supervised before 8.45am in the school yard, except for the morning mile on a Friday (8.40am).

Please try to remember to take all your child's belongings home when you collect them at 3.15pm. Children should not be coming back into school after this time; staff are often in meetings or still working and cannot be responsible for the children.

Staff will bring nursery children out to the green gate at 12pm and 1pm, to be collected by their parents. Please do not take your nursery child from the playground without informing a member of staff.

Please remember that non-school children are your responsibility at all times.

Please contact school as soon as possible if you know you will be late collecting your child. Children who are not collected at 3.15pm will be brought back into school where Mrs Mortimer will supervise them until a parent arrives. If no-one arrives after 10 minutes and school have not been informed that you will be late, parents will be phoned. In the unlikely event that no-one can be contacted to collect a child and all attempts to contact a member of the child's family have been exhausted, the police will be contacted.

If your child is going to be collected by an adult other than you, please inform school, especially if that adult is not known to us.

To minimise the risk of choking, children will not be allowed to take fruit into the yard after lunch; they will have to finish what they are eating before leaving the dinner hall. At break times, they will be encouraged to sit quietly until they have finished eating their tuck/fruit.

Two members of staff will accompany children to the field. No child will be out of view of a member of staff during the transfer to and from the field. Nursery children will walk at the front with an adult.

If your KS2 child has your permission to either walk home alone or walk down to the car park alone, please complete and return the attached form to us.

Thank you.

## Vacancy for MSA & Relief MSA at Leavening CP School.

We have a vacancy for two MSAs (midday supervisory assistants) from September 2017.

The role would be for 5 hours a week - 12noon to 1pm each day.

We also require a relief MSA who could be called upon at short notice to cover for absence or sickness.

The purpose of an MSA is to work alongside members of the staff team to ensure a caring and safe environment during the midday break.

The key responsibilities are:-

To assist with the service of the midday meal, including distribution of food, clearing spills, supervising eating of packed lunches.

To help with the removal of food and equipment.

To supervise the playground area, playing fields, cloakrooms and classrooms during the midday break.

Communicate effectively with all children and staff.

Provide support and encouragement to all children.

Please contact Mrs Mortimer or Mrs Mitchell on 01653 658313, or call into Leavening School, if you are interested in either of the above posts.

Please share this advert with anyone who you think may be interested.

### Donations

We must say a big thank you to Mike Wall from Burythorpe Wood Yard for his generous donations of wooden items for our outdoor areas—today we took delivery of three chain saw carved oak toadstools to add to our collection, and to Mr and Mrs Ockenden who have supplied us with a number of logs which we will be turning into seating. If anyone has one or two wood planks they no longer need, we would be grateful for them.

Thank you.

### Permission for KS2 child to walk home/to car park alone.

I give my permission for ..... To walk home/to car park alone from school on

- A specific date/s (please give dates).....
- Any day during the school year 2016/17

Parent's name .....

Signed.....

Paper copies of this form are available from the office.