



Dear Parents and Carers

Welcome back to the new school year. I hope you all had a fun filled and relaxing summer break. It was a busy 2016/17 at English Martyrs' with a great deal happening and so much achieved: from drilling a Borehole in the school grounds, to excellent SATs and phonics results, creating a Mud kitchen and latterly the building of a new reflection room – I wonder what this year has in store for us all?

A couple of years ago the whole school community were involved in creating the English Martyrs' Mission Statement. This week we are having a pause week and solely focussing on the Mission Statement. Across the school (including those at the Briars) we will be thinking about how we live out the Mission Statement in all that we think, do and say. We ask that parents take the time over the next week or so to discuss the Mission Statement with their child and talk about how they too follow the Mission Statement and the role we all have children, staff and parents to live out the statement.



We extend a warm welcome to a face some of you may remember, Miss Radford in the Reception class. We welcome the new Foundation children and families to our school; Aisling, Amara, Anna, Annabelle, Betsy, Carson, Charlotte G, Charlotte H, Corey, Daisy-Mae, Eleanor, Emma, Erin, Esme, Frederick, Harrison, Holly, Isabella, Isla C, Isla R, Isla S, James, Javontae, Joel, Katherine, Leighton-James, Luke, Madison, Maisie, Maxwell, Merle, Mia, Penelope, Reuben, Savannah, Scarlett, Sofia, Szymon, Violet, William, and also joining us will be Antonio, George, Nyko and Sean.

Staffing Update

Sadly, Mrs Carty will be leaving us at the end of the week. Mrs Carty has been the School Business Manager for nearly 11 years and in this role has worked with and supported every child and family across the school from admissions to charity events, arranging trips and responding to communications. I am sure you join me and the staff in wishing her all the best in her future endeavours.

Holidays

We are currently awaiting confirmation of the school holidays from 2018/19 onwards from the Trust. If you wish to book a holiday prior to the release of these holiday dates we ask that you align with the Derbyshire County Council dates. Dates for Inset to follow.

2018/2019 Academic Year

- 3 September 2018 to 26 October 2018 (40 days)
- 5 November 2018 to 21 December 2018 (35 days)
- 7 January 2019 to 15 February 2019 (30 days)
- 25 February 2019 to 12 April 2019 (35 days)
- 29 April 2019 to 24 May 2019 (19 days)
- 3 June 2019 to 22 July 2019 (36 days).

Bank holidays

- 25 and 26 December 2018
- 1 January 2019
- 19 April 2019 (Good Friday)
- 22 April 2019 (Easter Monday)
- 6 May 2019
- 27 May 2019 (spring bank holiday)
- 26 August 2019 (summer bank holiday).

Building Work

Over the summer holidays we had a court yard internalised. This new space, with its lantern ceiling will become our new reflection room. We are hoping to have the room blessed by a member of the clergy at some point over the coming months. Pictures of the build are on the school website.

During September two shelters will be erected outside years 1 and 2 and lower keystone 2. We anticipate some disruption to the entrance and exits of these areas during this work. Further communication to follow.

Masses/Liturgies

The next whole school Mass is on **Friday 15th September at 1.45pm.** You are all most welcome to attend. Gates to the car park will be opened at 1.30pm for 15 minutes; please do not arrive before this time.

Photographs

Individual and class photographs will be taken this Monday 18th September 2017. Family groups for children **not** in school will be taken from 8.30am until 8.50am. All other sibling photos will be taken during the course of the morning.

INSET Training

School will be closed on the following days for teacher training:-

Friday 22nd December 2017, Monday 12th March 2018, Monday 25th June 2018, Monday 23rd July 2018.

SchoolFriends will be providing child care on some of these days. Please contact them directly for further information - <http://www.schoolfriendclub.com/>

Year 6 Residential Trip

Our Year 6's have gone on their week long residential trip to the Briars Diocesan Youth Centre at Crich. We are sure they will have a wonderful time and we look forward to hearing all about their adventures

School Procedures

Uniform

School uniform is available from;

- Just Schoolwear (73 Derby Road, Long Eaton or www.just-schoolwear.co.uk)
- Morley's (116-118 Bramcote Avenue, Chilwell)
- Uniform Embroidery Service from Tesco (www.tesco.com/ues).

Please note our school colour is Royal Blue and not Navy blue and grey. Children should wear school ties at all times, these are available to purchase from school at a cost of £4, you can either order on-line via your SCO pay account or pop into the school office. They are available for £4 either elastic or as a traditional tie.

Children are not permitted to wear polo shirts (these are part of the PE kit only). Girls should only wear school colours in their hair with no large bows and all socks should be grey, white or black. Culottes and playsuits are not school uniform and must not be worn.

P.E kit consists of royal blue shorts or skirt and a white t-shirt/polo shirt, preferably with the school logo, and either plain white trainers or black plimsolls. P.E kit is part of the school uniform and so it is expected that all children have the correct kit which is in school at all times. It will be sent home for washing at the end of term and should be returned following the holiday. We would recommend that all pupils have suitable Winter PE kit as we continue to learn outdoors.

School queries/concerns

If you have any queries or concerns about school life please make contact, in the first instance, with your child's class teacher who will always try to help you. The school diaries are the best method of passing on messages/notes to the class teachers as these are checked daily. Staff from each phase are also available first thing in the morning so that you are able to pass on quick messages to them. Please be aware that staff will be unable to talk to you after 8.50am. Teachers are available after school, if you wish to see them at this time please make an appointment through the school office.

If your concern is of a more personal or concerning nature please phone the office to arrange an appointment with the Lower Keystage 2 (Yrs 3 and 4) leader Mrs Pettifer, Upper Keystage 2 (Yrs 5 & 6) leader Miss Macdonald. If you feel your concerns need further attention please make an appointment to speak with the Assistant Headteacher, Miss Radford or the Deputy Head teacher, Miss Mannion.

Please note we (the governing body and I) do not condone the use of social media as a medium for voicing concerns about the school and will take strong action against any parent who names or makes reference to any member of the English Martyrs' community in a derogatory manner.

If you have Safeguarding concern please make an appointment to speak with myself, Mrs McElhone or Miss Mannion.

School day

School day starts at 8.50am and ends at 3.10pm.

Punctuality is very important and getting the children into good habits at the start of the term is essential, the school gates are closed at 8.50am and after this time children must be signed in at the school office using the VisitorPod. If you arrive after 9am this will be recorded as an unauthorised absence. May I remind you that the government has clear legislation regarding school attendance: please refer to the attendance policy on the school website if you require further information. Each term certificates will be awarded to the children who have 100% attendance for the academic year so far. If you are late collecting your child they will be waiting for you in the entrance area of the school and you will need to sign them out using the VisitorPod. Please come to the main reception area and the office staff will collect your child for you.

Children are supervised from 8.40am each morning when the bell goes and they are able to enter the classroom. There is **no** supervision before this time and we prefer that children are not dropped off before 8.40, if you choose to drop your child/ren off before 8.40am their safety remains the responsibility of parents/carers.

Please refrain from phoning the school during the day regarding collection arrangements for your child. If there are any changes the class teacher should be notified through the home/school diary **only in absolute emergencies i.e. a car breakdown should the office be phoned.**

Can we remind you that dogs are not allowed on the school playground.

Playground

Please can we ask that only parents with Reception and Year 1 pupils come onto the school playground first thing in the morning (unless you need to speak urgently with a member of staff regarding your child). Six members of staff are always present on the playground and at the gates to ensure they arrive safely at their classroom. This helps greatly to reduce the number of bodies around the school, reduces pressures on the car park and surrounding roads and allows staff to easily keep a visual on children coming into school.

Walking Bus

The Eaton Farm bus will commence on the 6th September and run every Wednesday and Friday; come rain or shine, we'll be there! The COOP Walking Bus, leaving from the Petersham COOP will begin on the 7th September and will run every Tuesday and Thursday. Both routes have been risk assessed by myself and Derbyshire County Council. I hope to see as many families joining the walking bus as possible, avoiding the fuss, stress and grid lock of Bracken Rd.

Bikes

The bike and scooter racks are located next to the main gates. In the interest of safety, children should not bike/scoot across the school playground at the start or end of the day as this is a very busy time.

Buses

We have received good news from the County Council that there will be no changes to the provision of the school bus until at least September 2019.

Further information regarding the bus and bus passes available can be found at

<http://www.nottinghamshire.gov.uk/education/travel-to-schools/under-16-school-travel-assistance>

When a child normally travels home by bus, he/she will be put onto the bus unless there is a written message from parents to the class teacher asking them not to do so. A verbal message through the child has proved unreliable and is not acceptable. We understand that last minute changes are sometimes unavoidable but would please ask that unless absolutely necessary you avoid ringing the school office to pass on end of day collection changes.

The bus company have stated that children will not be able to travel on the bus if they don't have the correct fare, in the event of this happening you will be asked to come to school to collect your child.

To clarify, if a child is late due to the late arrival of the school bus they are not marked as late.

The school will inform parents of any known delays, changes etc to the bus and its route as and when this information is made available to them via the bus company.

Parking

Thank you for your support last academic year regarding the parking difficulties around the school site. We continue to take safety and security very seriously, and we continue to work with the Police to ensure the safety of all our pupils, staff and visitors. Unfortunately, we had one very serious incident on Bracken Rd which involved a collision between a pupil and a car. It is for this reason that we ask you most strongly to avoid driving and parking on Bracken Rd. Please continue to respect the yellow and white lines that have been painted on Bracken Road. Due to the narrowness of the road, residents' drives can be obstructed by vehicles parked on the opposite side of the road, as well as immediately across drives. Obstructed driveways can cause particular difficulties for residents who rely on their vehicles for work or business and we still receive regular complaints about this. The Outlook Centre carpark should not be used. Please feel free to drop children off using the layby where staff are available to assist. You must not park in the layby as this is a Bus Stop.

Please be assured that safety and security are our foremost priority, and we appreciate your co-operation.

Allergies/food intolerances

Consent forms for this academic year were collected in during July, if there is any change to this during the course of the year please inform the class teacher.

We now have a number of children in school with a nut allergy; if possible could you please avoid sending nuts with your child's lunch (e.g. no peanut butter sandwiches) and in packed lunches on trips. Thank you.

Correspondence

Please check your child's book bag and Home School Diary each day. This will contain details of what books your child is reading as well as outcomes booklets, homework, first aid stickers and other bits of useful information. We hope that the diary will give you an insight into what your child is doing in school and act as a form of two-way communication between home and school. We would be grateful if you could check and sign your child's diary each week as well as recording details of activities completed at home e.g. daily reading, spelling practice. There is also a copy of the school holiday list within the diary.

The diary also contains the new Home/school agreement recently revised by the governing body of the academy. Please could we ask that you take time to read this and then sign it to indicate you have done so.

Electronic Communication/Website

The majority of school communication will be sent electronically. The website will be updated regularly so please check for any updates at www.englishmartyrs.derbyshire.sch.uk, you will also find information here about the topics and curriculum areas that the pupils are covering.

If there is a reply needed to a communication there is no need to print the reply slip as consent can be received electronically, please email your consent to enquiries@englishmartyrs.derbyshire.sch.uk

From 1st September we will also be using a free app that helps keep you up to date with what's going on at school. You'll receive messages, pictures, documents and newsletters, all in one handy place. Please download the Parent Hub app from your app store (iPhone or Android) and create yourself an account. You then need to choose "Add a School" and enter the school handle of @EnglishMartyrs

Once registered you need to subscribe to the channel's for your child/children's class and year group only.

Dinners

Your child can choose whether to have a school dinner or a packed lunch from home on a daily basis. However before meals are ordered, you need to ensure that there is sufficient balance on their dinner money account to cover them. School meals are priced at £2.00.

It is essential that dinner money is paid for weekly in advance each **Monday** (the only exception being if your child is absent on a Monday). If you wish, you may pay for the whole term, half term or monthly in advance.

Payments should be made using our online payment system at www.scopay.com/englishmartyrs-derbyshire (please contact the office if you have not yet registered). In exceptional circumstances it is possible to pay by cheque **payable to English Martyrs' Academy**. If payment is by cheque, it should be in a sealed envelope clearly marked with your child's name, class and the amount enclosed and brought into school on a Monday morning.

School dinners have to be ordered by 9.30am, therefore if you know that your child is going to arrive in school after 9.30am and they require a school dinner then please ensure the school office is notified. Unfortunately once the order has been placed you will be required to pay for the dinner even if your child is not in school at lunch-time.

A copy of the menu can be found on our website.

School Office

The school office is an extremely busy place. Please could we ask that you only call in an emergency, ensure that all messages are written in the home/school diary, that your child comes to school in the morning with everything they need for that day and that payments and consent forms are returned by their due dates, increasingly the office has spent a lot of wasted time chasing up missing items.

Library/scheme book charges

The school continues to invest a substantial amount of money in new books for the scheme and the library. If a book is lost or damaged you will be asked to make a contribution towards replacing this book. Thank you in advance for your co-operation in this matter.

Medication

Parents are responsible for the administration of 'over-the-counter' medicines to their child, you should make arrangements for yourself or a nominated person to visit the school to administer this medicine. The school is permitted to administer prescribed medicines to children if required. If this is needed, please visit the school office and complete the required paperwork

Non-prescription medication will not be routinely kept or administered at school.

Long term prescribed medication

Where a child suffers from an on-going condition such as asthma or diabetes, arrangements can be agreed for the child to self-administer medicines. Parents are asked to complete a specific medical form at the start of medication or a new school year. The child's class teacher will hold supplies of medication which the pupil has access to. Please ensure that your child has an inhaler in school and the necessary paperwork has been completed if your child suffers from asthma.

Where a child is unable to self-administrate it may be possible for a member of staff to be trained to administer this medication.

Illness

Pupils who are unwell should not be sent to school. Please notify school by 9am if your child will be absent. **Pupils who have been sick or have diarrhoea should not return to school until 48 hours after the last bout.** Where a pupil becomes unwell in school they should be collected as soon as possible. It is therefore vital that we have up to date information not only on pupil's home telephone number, but parents work and emergency numbers such as relative/child minders. If your child is off school due to illness homework will be sent home upon their return to school and their reading books changed at this time also, if they are on the mend and feeling up to reading a book this is an ideal time to share a library book or a family favourite.

Injury

If your child suffers an injury and first aid is required a First Aid sticker will be placed in their diary to inform you of the nature and site of the injury.

If your child suffers a bang to the head during the course of the school day a note will be sent home to advise you, we will also endeavour to ring a parent or carer to inform them of the accident.

Should a child become seriously unwell or is injured an ambulance will be called and parents or relatives informed.

FEM

You automatically become a member of our Parents Association – Friends of English Martyrs' once your child commences school. They do a wonderful job organising social events in order to raise funds for our school.

Helpers in School

We always appreciate the help of parents/grandparents/carers/friends of our school. If you are able to help in school on a regular basis would you kindly contact Miss Radford. Regular helpers will need a DBS check which school will arrange. Please note we avoid, where possible relatives working in the same class as their family member.

Drinking Water and Fruit

Children are encouraged to bring in a bottle of water in a plastic sports cap bottle for safety. Please label the bottle with your child's name. Children will be encouraged to refill their water bottles from the water coolers at break and lunch. Children may also bring **fresh** fruit or vegetables to eat at their break times. Children in reception and KS1 will receive a piece of fruit at morning break from the National Fruit Scheme.

Milk

There is a milk scheme available to all our reception, KS1 and free school meal children. Milk is free to children under 5 and subsidised for other pupils. Once your child reaches 5 you can register at www.coolmilk.com for them to continue receiving milk and you will be invoiced directly from Cool Milk.

Tuck shop

The tuck shop will run each lunch-time for years 1-6. Bags are priced at 40p, school bars at 30p and liquorice will be 20p per piece, with a maximum spend of 60p per day per child.

Attached to this newsletter is a list of diary dates for 2017/18, we still have to finalise dates for some activities but I hope the list will assist you. Details regarding parents evening will be on the next newsletter.

Again, welcome back to the new school year, it has been a busy and enjoyable first day - a pleasure to be in a full school once again!

Yours sincerely

Kate Mann
Headteacher