Newsletter
May / June 2022

HEAD TEACHER NEWS

Dear Parents / Carers,

Welcome to the May edition of our Newsletter.

Jubilee

I hope you all enjoyed a fabulous half term break and enjoyed the Royal Celebrations, which marked such a significant event in our history. I hope you also enjoyed seeing the humour of our Queen engaging in afternoon tea with Paddington Bear – now we know what she keeps in her handbag! ☺

We are very much looking forward to our Platinum Jubilee celebrations on Friday 10th June. The children will be given some memorabilia to keep and will hopefully remember the afternoon for years to come.

WSSPA

Over the years, WSSPA have volunteered their time to arrange events for the children to raise money for the school charity. Our current parents supporting the charity have introduced a number of different ways to raise funds and have given up much of their time. This year, WSSPA have paid £1560 for the coaches to the Lion King – bringing the costs down considerably. They have sourced prizes and gifts for our Christmas Grotto, Easter Hunt and Disco / Film Night snacks. WSSPA donated towards the EYFS pantomime and have paid half of the cost of the Year 6 hoodies. They have also agreed to finance new microphones to support in future productions. None of this could have happened without their hard work and your generosity.

The purpose of all of the events is enjoyment for the children whilst raising money for the charity. **I want to thank all of the members of WSSPA for all they have done.**

Following some vocal negative feedback about some events / costs to parents, WSSPA have decided to take a step back from organising events for a while.

We really need volunteers to help support the charity moving forward to ensure that WSSPA can continue to financially support activities in the school. We are happy to listen to feedback on events that you would like to see continue and those that don't work for you. I must add that the children themselves have thoroughly enjoyed all events – this is clear to see from their smiles.

If you may be able to give up some of your time, please leave your name at the office.

Attendance / Lateness

Please all work with us to ensure that your children are in school regularly and on time. There are a large number of pupils who have missed a significant amount of school this year. Let's give all of our children the very best chance at a positive future.

Many thanks

Miss Woode

WHAT'S GOING ON?

Queen's Jubilee Celebrations!

As you are aware the Queen celebrated her Platinum Jubilee this year and in order to help with the celebrations, we will be changing our school dinner menu on Friday 10th June 2022. A letter has been sent out to parents asking to choose items from the cold food menu. Thank you for getting the forms back to us for this event.

Children and staff can dress as royalty or in red, white and blue on this day and there will be afternoon activities including an outdoor disco - weather permitting! We will be celebrating this occasion and hope the children enjoy the day!

Football News

Woodlands have been taking part in lots of football matches and tournaments during this term and are doing really well. The year 5 /6 girl's football team got through to the finals at the St Albans football tournament on Thursday 19th May 2022 which is another great success for them!

They did so well that BWFC came down to see the children and gave then some certificates! We are really proud of all the pupils that are taking part in these matches- showing real resilience and team work! Well done!

After School Clubs

The after school clubs are underway. We are aware that some children have not been able to get their first choice of club. We try our best to get the children in to one club. If your child has been unable to get a place, we will put their name on a waiting list and take this in to account when we do the next set of clubs for the autumn term.

Please make sure you pick your child up at the correct times and if any payments are required, these are paid. Thank you.

Kittles Photography

Kittles will be back in school on Monday 20th June 22 to take **class photographs.** This will be in school time. Individual photos will take place later in the year. All we ask is that the children have their correct school uniform and are nice and smart for the photos. Uniform needs to include school ties and a school jumper/cardigan.

ARBOR

New Information

As many of you are aware, Woodlands has changed over to a new data sytem called **ARBOR.**

A parentmail email was sent out to all parents with the following information of how to set up the new account:

Start with the quick instructions below:-
You can access Arbor either:
Through the **Arbor app** (search 'Arbor' on the iOS App Store or Google Play Store), or...
By going to https://woodlands.uk.arbor.sc on any internet enabled device.
In either case, look for **the 'First time logging in?'** or 'Forgot your password?' options, enter the same email address that we have on record for you, and follow the instructions. These will require you to click a link in the email you receive, select a password, and confirm your identity once more using your child's date of birth.

If you have any problems with logging on to ARBOR, please email with a photo shot of the issue to the school on admin@woodlands.herts.sch.uk or devereux@woodlands.herts.sch.uk This will enable us to forward to our ICT team if needed.

IT HAS RECOMMENDED BY OTHER SCHOOLS WHO ARE USING ARBOR, THAT YOU ACCESS ARBOR FOR THE FIRST TIME VIA A PC AND THEN DOWNLOAD THE ARBOR APP FROM THE APP STORE AFTERWARDS.

School dinner balances were transferred from school gateway to Abor and you can make a direct payment to your child's account by going to 'My Payments' and following the instructions to top up the account.

Please note that the school dinner charge is now £2.78.

The office will be checking the balances and will now be chasing any outstanding school dinner bills as before. We appreciate that you have been unable to make any payments whilst we were transitioning but now ask that all bills be paid. As before, any bills over £20.00 need to be paid in order for Herts Catering to supply further meals to your child. If the debt is over £20.00 we will ask you to supply a home packed lunch until the debt is paid in full.

If you have any question or are having any problems, please speak to one of the office staff who will try to help in anyway.

Parent mail is still being used but will eventually be replaced by Arbor.

Herts Catering Ltd

Herts Catering Ltd have started a new menu on 19th April 2022. As it is a new menu it may be worth going through the menu with your child to see that they like their new choices. Please check via the following website where you are able to download the full menu: https://menus.hcl.co.uk

We will continue to encourage the children to eat their meals/packed lunches at lunch time and will try our best to advise you if your child is not eating their meals so you are aware and perhaps can make some changes.

Special Menus

We had a visit from Herts Catering Ltd management and they have asked that we advise all parents that if your child is allergic to any food or if your child has cultural/religious requirements, you will need to complete a special menu application form.

Therefore if you could please check and complete the following application via the link and this information will then be passed on to us:

The link is https://specialmenu.hcl.co.uk/

PACKED LUNCHES

Please make sure if your child has a home packed lunch, that it is a healthy lunch. Some children are still bringing in chocolate bars and also some children with an overabundance of food in their packed lunch boxes, especially the younger children. We are aware that you may be giving your child a choice but sometimes too much is more overwhelming. We ask you to provide a savoury item such as a sandwich, a yogurt item, a piece of fruit and then a biscuit i.e. a penguin or a cookie, but nothing that contains nuts, and a drink. This is normally more than enough.

A Reminder…..

Please remember we are **a nut free school** as we have children with a severe allergy. Therefore, please ensure you do not supply your child with any products that contain nuts. **This relates to chocolate spread in sandwiches.** Thank you.

IMPORTANT INFORMATION TO READ PLEASE

If you think you may be entitled to free school meals please check by visiting the Herts County Council webpage www.hertfordshire.gov.uk and complete the application form under FSM. We do see older siblings that are on the FSM list but younger siblings from Reception- Year 2 are not. Please make sure you are applying for all your child/ren if you receive benefits.

If you are having any problems with this, please advise the office staff who will be happy to help. Please note that the applications cannot be back dated so it is better to check this sooner rather than later.

If you receive any of the following please ensure that you have applied for Free School meals:

- Income Support

- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of State Pension Credit
- Child Tax Credit (as long as you're not also entitled to Working Tax Credit and you don't get more than £16,190 a year)
- Working Tax Credit run-on (paid for 4 weeks after you stop qualifying for Working Tax Credit)
- Universal Credit (with annual earned income of no more than £7,400 after tax and not including any benefits you get).

As stated above, this applies to those children in Reception, through to Year 2 as well, who currently receive Universal Free School meals. It is really important that you apply under the 'benefit umbrella' in order for the school to receive funds that can help your child and so you do not miss out of other benefits. These include the dinner vouchers that have been issued during the school holidays during the covid period.

If you go on to the following website and follow the directions to Free School Meals to apply, you will get confirmation if you are entitled, and the school will be advised as well: https://www.hertfordshire.gov.uk/services/Schools-and-education/At-school/Free-school-meals/Free-school-meals.as

PICK UP INFORMATION- COLLECTION FORMS

If someone else is picking your child up, please ensure that you make a call to the school in plenty of time. If it is a regular arrangement, please complete the collection form and we will pass this information on to the class teacher and teacher's assistants.

We do understand that it cannot always be helped but ask that you contact the school as soon as possible, the earlier the better! Many thanks for your cooperation regarding this.

ATTENDANCE

Attendance is important and as a school we want to improve and promote attendance across the whole school. The department of Education tracks attendance carefully, tracking to see how well the school is doing and we need your help to improve this by bringing your child in **every day and on time.**

Our target as a school is 97% but unfortunately, we are a long way off this target and our attendance as a whole school is 92.9%.

We are aware there has been a lot of illnesses going around and that some children have been unable to come in due to this. We also understand that some children do feel unwell but are well enough to come in to school and, with this in mind, we ask that you encourage your child to come in to school. The teachers and teacher's assistant will always ring you if they feel your child needs

to be at home. We can administer medicine if you complete a medical form with the details if medicine is required.

If your child is ill and is not attending, please contact the school by either a call, a parent mail message or a message via the Arbor app. Please refrain from sending a message via any emails as we are unable to obtain this information from colleague's emails.

If your child is off for longer than 3 days, we would advise that you call the doctor in order to get an appointment if possible and proof to the school for our records. Also, just a reminder that if your child is sick , they should be off school for 48 hours from the last episode of the sickness/diarrhoea to ensure that they do not have a sickness bug. This is the guideline from the HSC Public Health Agency, which the school adheres to.

Please note for those children whose attendance is very low and is being monitored, we will need proof that your child has attended the doctors in order to authorise the absence. Failure to do so may result in the attendance being mark as unauthorised and, if your child has more than 15 unauthorised sessions (1 session = half a day) in the current or previous term, could result in a fixed penalty notice being sent to both parents.

LATENESS

We have noticed that a lot of children are coming in to school late. This is also monitored and parents will be spoken to regarding this. It is a very important part of the day to allow the children to come in to school and settle in to the day. It can be a little daunting for children to come in late either during class or assembly. However, we understand it cannot always be helped due to certain circumstances, traffic etc but we ask that, if you are late, the late book is signed. This is for a number of reasons but mainly in order for us to account for your child in case of an emergency. Also, now that we are using Arbor, the registers are now input by the class teacher and if your child is late they will not be put down for a lunch. Miss Devereux then checks the late book to amend the register so it is very important that the book is completed.

Children need to be on the playground ready to go in to class at 8.55am. The doors will then be closed and you will need to bring your child to the office to get signed in. Your child will then be marked as late 'L'. However, if you arrive after 9.15am your child will be marked as 'U' which is late after registration and this is an unauthorised mark.

Holidays during term time are strongly discouraged. If you are intending to go on holiday during the school term, you will need to complete an exceptional leave of absence form. This is then passed to the head to look in to. Generally holidays will not be authorised unless it is exceptional circumstances.

We continue to ask you to follow the government guidelines with regards to COVID.

Attendance for 3rd September 2021 – 25th May 2022

Year	%
Reception	**91.31**
Year 1	**92.84**
Year 2	**92.82**
Year 3	**92.48**
Year 4	**90.46**
Year 5	**92.65**
Year 6	**94.22**
Total	**92.9**

Challenge- can we improve the attendance for next month! Watch this space!

WOODLANDS SCHOOL, STAFF AND PARENTS ASSOCIATION

We desperately need more parents to join WSSPA to raise money for events for the children. This could involve helping out at one or two events across the year. Please speak to Lisa in the office if you may be able to give us some of your time. ☺

Please continue to show your support and please get involved! It's great fun if we all pull together.

We would like to arrange more events but due to lack of people, we are unable to do so at the moment.

WOODLANDS VALUES

At Woodlands we believe every child deserves the best possible start in life and the support that enables them to fulfil their potential.

In order to help with this Woodlands has 6 values which we look at each half term. They are to be positive, kind, ambitious, passionate, confident, and curious.

We are looking at our values with all of the children and in the summer term and we will be looking and practising being confident and curious. These values are teaching pupils to encourage to be confident and to be more curious– both in and out of school.

DATES FOR THIS TERM

May 2022	27th May 2022 30th May- 6th June	Inset Day Half Term- this includes Monday 6th June - an extra day given by HCC (due to bank holiday being in the half term).
June 2022	7th June 2022 10th June 2022 20th June 2022 22-24th June 2022 28th June 2022	Summer Term B commences Platinum Jubilee Special dinner menu Kittles **Class** photos Year's 5 & 6- Residential trip to Isle of Wight- selected pupils. No further spaces available. Year 1 & 2 Trip to Paradise Park
July 2022	4th July 2022 4th July 2022 4th July 2022 12th July 2022 13th July 2022 18th July 2022 19th July 2022 21st July 2022 22nd July 2022	Last week of school clubs unless advise otherwise EYFS/KS1 Sports Day 9.00-11.45am KS2 Sports day 1.15-3.15pm UKS2 Production- to be confirmed UKS2 Production- to be confirmed Year 6 Cinema trip Early Years Picnic- depending on weather Year 6 trip to Walton on the Naze Break up at 1.30pm
Please note we will add more dates as and when events are confirmed. **Also dates may be amended/changed which we will advise you asap!**		

facebook

A reminder to please join WSSPA's Facebook page 'Friends of Woodlands Primary WD6' which is run by parents of the school where information is shared.

This group is to share information and to stay informed with what is going on at Woodlands Primary School. We ask that the parents on this group stay friendly and any members who do not follow the rules will be removed and blocked. Any issues that relate to the school should be addressed directly to the school and not discussed on this page.

We are still in the process of looking to launch an official school Facebook page, following feedback that this is an easier form of being updated for some. We will let you know when this is launched.