Newsletter
MAY 2023

HEAD TEACHER NEWS

Dear Parents / Carers,

May has been a busy and in many ways exciting month.

On Friday 5th May, we celebrated the historic Coronation of King Charles III with an outdoor disco, afternoon tea and many different coronation activities. It was great fun and despite the sudden downpour, we all danced, ate cake and shared many laughs. It was great to hear that some of the parents also enjoyed the playground disco after the children had gone in! 😊

Thank you to Elstree and Borehamwood Town Council who kindly donated a celebratory cake for the children to enjoy.

In the week that followed the Coronation, Year 6 sat their SATs. They all worked extremely hard, remained focused and made us all very proud. Well done Year 6!!

Thanks also to Miss Islam, Mrs Khanna and Mrs Maddison who ran breakfast club to help the children relax before starting the tests.

Miss Woode

GET TO KNOW THE STAFF

Senco Team

Mrs Waterworth

Mrs Khanna

Mrs Enright

Ms Bennett

Ms Horsfield

Ms Adams

Ms Devoil

We will get to know some more teachers and staff in the next newsletter!

WHAT'S GOING ON?

We have lots going on around the school.

The Coronation was a lovely event to celebrate where the children and staff enjoyed a lovely day on Friday 5th May 2023, celebrating King Charles' forthcoming Coronation. There were lots of creative activities in the classrooms along with a disco with the children and staff to have a little dance.

Herts Catering Ltd also got involved with supplying a special Coronation menu which we hope the children enjoyed.

We had the lovely Mother's Day Secret room back in March where the children brought a gift for their mum, nan- their special lady! This is always a popular event, and we thank you for supplying the lovely gifts for this. We will be doing something similar for Father's Day, asking the children to wear non-school uniform on Friday 9th June 2023 in exchange for a gift. We will be having the Father's Day secret room the following Friday 16th June 2023!

We also started the new clubs and a new way to sign up for the club using the Arbor app. This seems to have worked well and we will continue to use this system for the Autumn term in September 2023- watch out for this nearer the time!

The new Herts Catering Menu started after the Easter break with some new recipes that seem to be going down well with the children. Just a reminder for you to check in with your child and if you need to make any changes, please advise Miss Devereux as we can not change any of the choices without doing this.

Just a reminder that we have the change of menu on Thursday 18th May 2023 which is the gourmet burger day.

SCHOOL TRIPS

Nursery/Reception- Picnic in the Park- Thursday 13th July 2023

Year 1- Kew Gardens- Thursday 25th May 2023

Year 2- Visit to the Planetarium – Monday 12th June 2023

Year 3- Roman Workshop Day- Tuesday 27th June 2023

Year 4- in the process of sorting out their trip- details to follow

Year 5- Borehamwood Museum& Library- Thursday 25th May 2023 (am),

-National Gallery Trip- Tuesday 18th July 2023

Year 6- Trip to Walton on the Naze- Tuesday 18th July 2023

As you are aware, we are now asking you to pay for the trips via the Arbor app. When doing so can you please ensure you insert the trip you are paying for in the narrative box. This is to help reconcile the account where the money is deposited. This will be a great help. Many thanks

Family Bingo Night

Wednesday 17th May 2023- 3.30-4.30pm

Legacy Gymnastics

Legacy Gymnastics are now at Woodlands with a number of classes on offer. Please take a look at their website for further information: [Gymnastics Classes In Borehamwood - Legacy Gymnastics]

We have being using Abor for a while now and hope you are finding this useful with the information you can obtain. You can also send messages via the comminications section and we ask that, if your child is absent, you use this or call the school and speak to a member of staff or leave a message.

We have been sending out messages via the email and the in app messages along with our Facebook pages and Twitter and this seems to be working with the majority of parents getting these messages.

Can you please make sure you are connected and are receiving these messages. You may need to check your settings to receive notifications. If you are not, please advise us so we can look into this so you do not miss anything.

If you have still not registered, please follow the 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.

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.

HERTS CATERING LTD & SCHOOL MENUS

We started the new menu after the half term which the children seem to be enjoying. However, we are aware that your child may not like some of the meals that are on the menu. If this is the case, can you please ensure you advise Miss Devereux so she can amend the main copy of the menu and change it on the system. We are having a lot of children changing their choice when the register is being taken, which we do not encourage. This is because you are then not aware of what they have eaten and there may be dietary reasons for your first choice. Also, we ask that your child does not swap from school dinners to packed lunches etc. If your child wants to have a packed lunch, then this also needs to be amended on the main menu and this pattern will then be adopted. The system of choosing the menu in advance was started to ensure the children were getting a choice of food that they like instead of having what was left and so that Herts Catering could order the right amount of food to reduce waste. Thank you for your cooperation with regards to this.

The menus are on the Herts Catering Ltd website where you can download the full colour 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

Herts Catering Ltd management 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/

School Bills

Please note that the school meals for Year 3-6 is now £3.20

Miss Devereux will continue to check the balances and will chase any outstanding school dinner bills as before. If you are having problems making a payment via this

app, please advise Miss Devereux for her to investigate. As before, any bills over £20.00 need to be paid 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

PACKED LUNCHES

We are still encouraging a healthy home packed lunch. Some children are still bringing in chocolate bars and 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 and some Kinder Bueno chocolate bars as some of these contain hazel nuts.** Thank you.

Free school meals

If your circumstances have changed and 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.

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 (if 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 important that you apply under the 'benefit umbrella' for the school to receive funds that can help your child. 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.

If, for any reason the pickup information has changed, please complete a new form.

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 93.8%- this is a slight improvement so with some extra work we can improve!

If your child is ill and is not attending, please ensure you contact the school by either a call, leaving a message if your call has not been answered or a message via the Arbor app. This way the message will be picked by a member of staff.

If your child is off for longer than 3 days, we would advise that you call the doctor 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 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 are still having a lot of children are coming into 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 into school and settle into 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 several reasons but mainly 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 2nd September 2022 – 10th February 2023

Year	%
Reception	**94.4**
Year 1	**90.6**
Year 2	**95.7**
Year 3	**96.8**
Year 4	**95.1**
Year 5	**95.8**
Year 6	**91.8**
Total	**93.8**

Please help us get to the target of 97. %- if we all work as a team we can get there!

EVENTS IN THE PIPELINE!

17th May Family Bingo £2.00 per bingo card
16th June In-school Fathers' Day Event **Funded by WSSPA**
7th July Summer Fair
5th July Sport's Day
8th June Parents Open Morning + Forum

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.

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

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 and the school Facebook page **'Woodlands Primary School Borehamwood'**. We ask that you follow us to keep updated with information. A letter with a QR code was sent out to you along with the Twitter QR Code. It would be helpful if you could follow us to avoid missing out on information.

Please remember that 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.

twitter

Please follow us on twitter @woodlandspri

We regularly post information that will be of use to you. We also share photographs of some of the great work going on.

DATES FOR THIS TERM

May 2023	17th May 2023	Family Bingo 3.30-4.30pm
	18th May 2023	Gourmet Burger Day
	25th May 2023	Year 1 Trip to Kew Gardens
	25th May 2023	Year 5 visit to Borehamwood Museum (am)
	25th May 2023	Woodlands Got Talent (TBC)
	29th May- 2nd June 2023	Half term
June 203	5th June 2023	Inset Day
	9th June 2023	Non-school uniform in exchange for a gift (Father's Day)
	12th June 2023	Year 2- Visiting Planetarium at school
	16th June 2023	Father's Day Secret Room
	27th June 2023	Year 3- Roman Work shop
July 2023	13th July 2023	Nursery (all children) & Reception- Picnic at the Park
	18th July 2023	Year 6- Walton on the Naze trip
	18th July 2023	Year 5- National Gallery Trip

Please note this is subject to change but we will try our very best to inform you of any changes or added events as soon as we can!