Newsletter SEPTEMBER/OCTOBER 2023

HEAD TEACHER NEWS

Dear Parents / Carers,

I can't believe that we are already halfway through the half term!! It has been lovely welcoming the children back – familiar faces and some new faces.

Hopefully most of you managed to attend the 'Meet the Teacher' during the first full week if you hadn't already met them. If you couldn't make it, please do introduce yourself when you have chance.

On our school website, you will find cartoon images of all of the staff so that you know who is who. Over the year, you will be able to find out a little more about everyone in our newsletters. Woodlands Primary School - Staffing

If you have any questions or concerns, please do speak to your child's class teacher initially. If they are unable to help you, please then speak to one of our Key Stage Leaders / Assistant Heads – Miss Day or Miss Islam. For anything that needs further escalation or you need to speak to me directly, please arrange an appointment through the school office. I will arrange to see you as soon as I can.

I am sure that you will remember the hot spell that we had at the start of the term? We were extremely surprised and grateful to receive a truly generous donation of fans – one for each classroom from Alfie's Uncle, Robert Schlessel. Thank you so much for this very kind gift to the school. The children and staff were tremendously grateful and a little cooler than they had been!

Overleaf, there is information on support sessions being offered by some of the family support workers. Please do join these if you can.

Kind regards

Miss Rebecca Woode

Advice Support Kit

Book an individual, confidential 15 minute online session on one of these dates. With school family workers Claire and Jade.

- Wednesday 20th September
- Wednesday 11th October
- Wednesday 15th November
- Wednesday 6th December

To book please email Emma at abrahamsone@mountgrace.herts.sch.uk – with your name, child's school, what date you want to book and brief reason for your appointment

we shine brighter... together.

Hertsmere Schools Partnership

Would you like advice or support with any of the following:

- Behaviour - setting rules and boundaries
- Navigating family relationships
- Improving emotional well-being
- Signposting for financial support
- Signposting for housing support
- Signposting for bereavement support
- Young people's services and online safety

GET TO KNOW THE STAFF

Senco Team

Mrs Waterworth

Mrs Khanna

Mrs Enright

Ms Devoil

Ms Bennett

Ms Horsfield

Ms Adams

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

Welcome back from the summer holidays. We hope you are all settling into the new autumn term.

We have lots going on and will try our best to relay the information to you.

Please make sure you are following us on both our Facebook pages and our Twitter page:

'Friends of Woodlands Primary WD6'

'Woodlands Primary School Borehamwood'

Twitter @woodlandsPri

We will try to update you with information on these pages where we can and send you messages via the Arbor email and 'in app' messages so please make sure you are signed up to Arbor and have the notification buttons on! Please see below for full details of how to sign up to Abor.

Flu Vaccination Programme

On Wednesday 27th September 2023 we will be running the flu vaccination programmes for the pupils from 1-3.00pm. If any children are absent on that date, they will be returning on Tuesday 12th December 2023.

Kittle Photography- individual photos

Kittles will be in school on **Friday 13th October 2023** to take the children's individual photos.

If you have children that do not attend the school, but you would like them to have a family photo, please come to the school at 8.30am and they can have their photo taken. Siblings that attend the school will have their photo taken together in school time with their sibling.

Please ensure the children have their correct uniform on that day: ties, jumpers etc.

Secondary School Places

The website for the secondary school places opened on 1st September 2023 and will close on 31st October 2023.

Please copy and paste the link below for the application and information:

School admissions and transport | Hertfordshire County Council

Please make sure you visit a few of the schools if you can. The schools normally have the open evening on their website. Also, please make sure you keep a record of your

password for the application as you will need to use this in order to accept your child's place later down the line.

Reception Places

The reception application will open on 1st November 2023 and will close 15th January 2024. We will be having open days, but the dates are not confirmed yet. We will put these on our website as soon as we have them so, please keep an eye out:

https://woodlands.herts.sch.uk/

Parents Evening

Our parents' evenings will be **Tuesday 17th October 4-7pm** and **Thursday 19th October 2023 3.30-5.30pm.**

The appointments will need to be booked via the Arbor app and can we please ask parents, if you do book and then need to book another time/date, please ensure you cancel the original booking so that it releases the slot for other parents. Letters will be sent out with the full details.

SCHOOL TRIPS

Year 4-Whipsnade Zoo- Thursday 19th October 2023.

Reception- Audley End Miniature Railway- Tuesday 21st November 2023- letter to follow.

Year 3-6- Matilda- Thursday 14th December 2023- letter to follow.

EYFS-2- Peter Pan Pantomime in school– Thursday 14th December 2023- letter to follow.

We will be sending out letters shortly with the full details. 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.

SCHOOL EVENTS/WORKSHOPS

We have a few dates for your diaries for future events and will be adding more as and when we get the dates.

EYFS (Nursey and Reception) - 13th December 2023- Carol concert. Full details to follow.

KS1 (Years 1 & 2)- Tuesday 12th December 2023- School Production. Times to be confirmed (evening).

KS1 (Years 1 & 2)-Wednesday 13th December 2023- School Production- Times to be confirmed.

Year 5- Life in Ancient Greece Day (workshop)- Monday 18th December 2023. Details to follow.

Year 6- Life in Ancient Egypt Day (workshop)- Wednesday 17th January 2024. Details to follow.

Year 4- Life in Saxon/Viking (workshop)- Tuesday 23rd January 2024. Details to follow.

Jeans for Genes

Thank you to everyone that took part in the Jeans for Genes day. You all raised £184.00 towards this great charity. So thank you all!

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. New parents will need to sign up to Arbor so please see the details below. You can 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. **Please remember that you need to access the app to receive the comunications – this is your responsibility to do. If you need support with this, just ask.**

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

A new menu is now in place, and we hope the children are enjoying their new choices. 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. Please advise your children not to change their choice when the registers are taken. 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:

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 per day (£16.00 per week).

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 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 and being on time are 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% so with the help of parents and children, we hope to reach this target this half term and continue this throughout the year.

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 if your child's attendance is very low, we will start to monitor their attendance in order to help improve it. Therefore for those children whose attendance 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

Please be aware that children that are coming into school late will be 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 along with a letter confirming why you are taking your child out in term time. 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 4th September- 8th September 2023

Year	%
Reception	**Staggered attendance**
Year 1	**92.9**
Year 2	**91.3**
Year 3	**98.4**
Year 4	**96.5**
Year 5	**92.8**
Year 6	**92.2**

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

EVENTS IN THE PIPELINE!

Friday 22nd September 2023 **Jeans for Genes** **In exchange for a donation**
Tuesday 3rd October 2023 Bingo Bonanza TBC
Tuesday 10th October 2023 Hello Yellow Day Further details to follow
Wednesday 11th October 2023 Disco
Wednesday 15th November 2023 Film Night TBC
Friday 17th November 203 Children In Need

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 autumn term and we will be looking and practising being positive. These values are teaching pupils to encourage to be positive– both in and out of school.

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.

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.

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

September 2023	1st September 2023 4th September 2023 6th September 2023 12th September 2023 22nd September 2023	Secondary School Application opens. Back to school Meet the teacher 3.15-4.00pm Year 3 trip Jeans for genes day
October 2023	6th October 2023 13th October 2023 17th October 2023 19th October 2023 19th October 2023 19th October 2023 20th October 2023 20th October 2023 23rd- 27th October 2023 30th October 2023 31st October 2023	**Year 6 assembly – 9.00am** **School Photos** Parents evening 4-7pm full details tbc. Parents evening3.30-5.30pm full details tbc Year 4 Whipsnade Zoo trip Year 2 Furry & Scaly Friends Visit **Harvest Assembly – 9.00am** Break up for half term at 3.15pm Half term. Autumn B term starts 8.55am Secondary school application closes.
November 2023	17th November 2023 17th November 2023 24th November 2023	**Year 5 Assembly- 9.00am** Children in Need **Year 4 Assembly- 9.00am**
December 2023	1st December 2023 **4th December 2023** 8th December 2023 14th December 2023 21st December 2023 22nd December 2023	**Year 3 Assembly- 9.00am** **Occasional day- no school** Christmas Jumper Day Years 3-6 Matilda Trip Break up 1.30pm Inset day no school
January 2024	8th January 2024 9th January 2024	Inset day. Spring A term starts 8.55am

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