



West Chinnock Primary
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8th September 2023

Dear Parents and Carers,

I would like to wish you a very warm welcome to the new school year of 2023-24! Everyone at school hopes that you have had a good summer and are ready and eager to be back. I appreciate that there will be a lot of information sent out today. Wishing to avoid an information overload, I aim to keep this welcome letter as succinct and as useful as possible.

Morning Routines

A reminder that children line up in classes and enter school at 8.55am. Please note that parents are responsible for children until this time. For any parents requiring an early drop off there is our Early Bird Club, in the library, which is available from 8.25am. For more information, please contact us.

After School Clubs:

We are pleased to offer a range of clubs after school. There will also be lunchtime clubs such as chess and sports on offer which children may take part in (no sign-up required). To cover the ongoing costs of running afterschool clubs, the school is reviewing our approach to charging. Clubs are currently free of charge and we will communicate before next half-term if this needs to change.

After school wraparound care until 5.00pm is available for all year groups on a Thursday. Sign-up will be through the pro-coaching website link. To be able to operate this service, pro-coaching require a minimum number of pupils to sign-up.

Safeguarding

The designated safeguarding lead is Mr Caswell. Mrs O'Grady is the deputy designated safeguarding lead. If you have a concern, please speak with a member of the team.

Attendance

We know that there is a clear link between attendance and attainment. Please bring your child to school on time and avoid term time holidays and trips. For any absence, please inform the school office at the earliest opportunity on 01935 881367.

Our behaviour principles

We expect pupils to be Ready, Respectful and Safe. We firmly believe that a safe and respectful environment means that pupils are ready to learn. Please take every opportunity to support this message.

Uniform

Please ensure children come to school in full school uniform including school PE kit on PE days. For further information, please see the [uniform page of our website](#). For pre-owned uniform, please contact our school office.

Communications

The majority of our communications will be sent out by email. Each week on a Monday there is a Parent Update and at the end of term, there is a Newsletter. We are not currently operating a texting system and hope to get this up and running soon for notifications.

Permissions, payments, homework, sports fixtures, trips and school reports may be sent as paper copies.

For the time being, we are pausing the use of Google Classroom (which we set up during the pandemic for remote learning).

We do have an Instagram account and Facebook page where we publicise our schools. These are accessible via our [website](#). In very rare situations where we cannot access the School IT Server, for example in adverse weather conditions, we may use this form of communication to send an update.

Lastly, during the year, the pupils will publish their much anticipated school newspaper, The Chirpy Chinnock. Please keep an eye out for this and we hope you enjoy reading it, as we are very proud of the work the children do in producing it.

Learning and Curriculum

At the beginning of each Term (September, January and April), teachers will send out a curriculum overview and class timetable to communicate what your child will be learning.

I am pleased that each class has a name and to inform you that Year R, 1 and 2 are now Acorn Class and Year 3, 4, 5 and 6 are in Oak Class. We hope this captures the pupils' journey of development and growth through the school as well as reflecting our natural surroundings.

Keeping you informed

Throughout the year, there will be information sessions for parents to attend including Phonics (for Year R and 1), Multiplication (for Year 3 and 4) and SATs (Standard Assessment Tests - for year 6).

There will also be parents' evenings, where you will meet and speak with your child's teacher in November and in March. In July, you will receive your child's school report for the year. For more information about how we support children needing additional support, please see information about [SEND on our website](#).

Celebrating success

Every week, we celebrate success in a Celebration Assembly on Monday morning. Once a half-term, we invite parents to join us to recognise achievements in our Awards Assembly.

Parent Forum and Parent Champions

At any point, please know that you may contact the school office to provide feedback, make an enquiry, appointment or raise a concern. In addition, we also have our Parent Champions who you can speak with confidentially. They bring any issues to the Parent Forums for discussion. There are three of these per school year, one per term. We will send a poster nearer the time explaining who our parent champions are. If you would be interested in becoming a Parent Champion, please let us know.

PFA

Our Parent and Friends Association (PFA) raise vital funds for trips, experiences and 'wow' items for the children. Importantly, their fundraising brings our school community together.

They are always looking for new members and helpers, so please get in touch if you can lend a hand – their first meeting and AGM will be on Wednesday 20th September right after school on the playground – please try to hang around for it if you can!

Parent and Headteacher Coffee Mornings

I am delighted to be holding a coffee morning for parents per each half term during the year. The first one is from 9-10am on 20th September in the church. I hope that you will come along and that parent helpers will assist in getting this set up with me. I aim to have an area of focus or a topic to share information about, but generally for it to be welcoming, enjoyable and a supportive experience for families at our school.

Competitions

Additionally, and very prestigiously, there will be competitions to take part in throughout the year – with the aim of exploring and celebrating our school's vision and values (and to have a bit of fun!)

Dates

Finally, and what I suspect is the most anticipated part of my communications to you, the list of dates for the year ahead – please find them attached! As always with any date, please be aware that they may be subject to change and that more dates will be added throughout the year.

Wishing you a very warm and sunny weekend.

Yours sincerely,

A handwritten signature in black ink that reads "JB Caswell". The letters are cursive and somewhat stylized.

Mr Jamie Caswell
Headteacher