



*'Inspiring excellence-achieving together'*

**St. Stephen's Infant School**  
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**Headteacher: Mr T Ruck**  
**Deputy Headteacher: Mr J Doyle**



**Letter 1 Term 2 2017**  
**3/11/17**

Dear Parents/Carers,

The children have settled back into learning after our break and everyone is looking forward to an exciting Christmassy Term 2! Please make sure you read through this newsletter as it contains a lot of important information including Christmas arrangements and Term 2 dates. Dates, times and ticket arrangements for the Christmas performances are all included at the end of this newsletter. We look forward to celebrating Christmas with you later this term.

**Staffing**

Ms Wilkins has been appointed as a Teaching Assistant based in Zog Class and took up her post at the start of the week. We are currently advertising Ms Wilkins' Reading Assistant post. Application packs are available from the school office. Closing date is **9am Monday 6<sup>th</sup> November 2017**.

We welcome Mrs Lawrence back to St Stephen's.

Mrs Lawrence is providing Teaching Assistant support in Reception.

**Individual and Sibling photos – Wednesday 8<sup>th</sup> November**

The school photographer will be taking individual and sibling photographs of the children on the morning of **Wednesday 8<sup>th</sup> November**. We will be liaising with SSJS to ensure Junior School siblings come over to have their photograph taken. You will receive the proofs/order forms later this term.





### Helping Others

John Rosewell, from the Julian Trust, has written a letter thanking you for your generous food donations and the £54.87 we raised at the Harvest Service. Daniel Bermingham in Zog Class' aunty is one of volunteers at the Julian Trust and she sent us this photo of the potatoes from the school allotment. As you can see the potatoes have been roasted to perfection and are ready to be served to the visitors. Thank you again to all of you for your generosity.

You also helped raise **£270** for military charities on Red, White and Blue Day.



### We need you!

Are you able to spare a few hours per week to help in school?

Next week blank weekly timetables will be displayed outside your child's classroom for you to sign to show when you are able to come into school and help.

During the week b. 13<sup>th</sup> November I will lead some 15 minute 'training' sessions for those of you who have volunteered. This will help introduce you to the kinds of support/tasks you will carry out in school – details/timings to follow.

We appreciate that you all have very busy lives, but a few hours of your precious time will make a big difference to the children.

Thank You. **Mrs Nicholls (Parental engagement Leader)**





### Birthday treats

Please do not send sweets or cakes into school for your child's birthday. If every child was to do this we would have the equivalent of sweets every day for 6 school weeks in each class.

We are a 'Healthy School' and will ensure the children receive the occasional sweet treat throughout the year e.g. at Christmas.

We do not expect children to share birthday treats but if you want to send something in please make sure it is a healthy snack that can be easily shared with the whole class.

**Staff will not give out sweets or cakes sent into school.**

Thank you for your cooperation.



### Poppies and Remembrance

Poppies will be on sale in the office during morning playtime until **Friday 10<sup>th</sup> November**.

This year the British Legion has extended their range to include wristbands, bracelets, reflectors and snap bands. Please see the photo for suggested donations for these items.

For poppies please send as donation into school of at least 20p.

All the money we collect will go to support the work of the Royal British Legion.

<http://www.britishlegion.org.uk/>

We will be holding a two minute silence on **Friday November 10<sup>th</sup> @ 11am**.

The children will learn about Remembrance in an Assembly on the same day.

### Reminder: Parent/Carer Volunteers who help on school trips.

Please note that parent/carers are not permitted to use mobile phones or digital cameras to take photos whilst on the school trip. This is in line with our Mobile Phone & Camera policy and forms part of our Safeguarding commitment.

Teaching staff will take photos and share them on the Class Pages section of the school website.

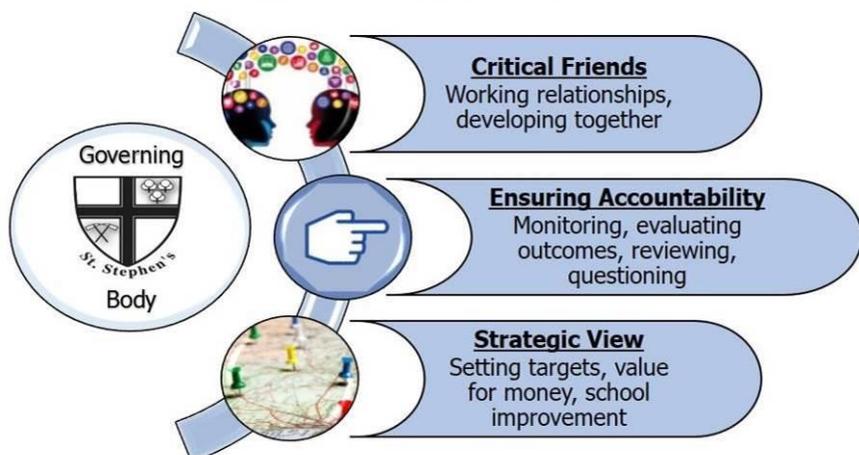
Many thanks for your cooperation.





## Governors' Termly Update from Esther Reeves (Chair of Governors)

### The Role of School Governors



Esther Reeves has been our Chair of Governors since September 2016. Esther is a co-opted governor and has a background in education.

Since that start of the school year the governors have been busy:

- *Reviewing the responses to the 2016/17 Parent Questionnaire*
  - *Preparing the Annual Governance Statement*
  - *Discussing the 2016/17 attainment and progress data*
    - *Reviewing and revising the school budget*
    - *Drafting the 2017-2018 School Development Plan*
- *Touring the school site with Mr Bull (Caretaker) to review work that has been completed and planning future tasks*

Full Governing Body, Curriculum committee and Resources committee meetings were also held this term.

To find out more about the work of the SSIS Governors please visit our website:  
Homepage: Click on Staff → Governors

<http://www.ststephensinf.org.uk/our-school-1/governors>

### **Every Lesson Counts!**

We have set a target of at least 96.1% attendance for each child in 2017 – 2018.

This means that no child should have more than 7.5 days (15 sessions) of non-attendance in this school year. Non-attendance includes illness, unauthorised holidays, medical appointments and being late after 9.05am.

St Stephen's Infant School, in conjunction with Steve Gozra, our Education Welfare Officer, may contact or meet with parents/carers of children whose attendance falls below 96.1%.

Please make every effort to ensure children attend school each day and on time.

### **Come Dine With Us!**

We are open for bookings again from

**Monday 13<sup>th</sup> November to Friday 17<sup>th</sup> November 2017.**

Parents/Carers are welcome to book a place in the hall to have school dinner with the children (or bring a packed lunch). Places are limited and you need to book a week in advance!

You will need to leave the school once you have finished your dinner.

If you would like to 'book a table' please contact the office





On Friday 17<sup>th</sup> November 2017 we will be having a **non-uniform day** to raise money for **Children in Need**. The theme this year is Spotacular! The children can dress up with spots or just their own clothes. If it is cold please ensure your child is wearing suitable clothes as they will be going outside to play.

We ask for a donation of £1, or any other amount, to be handed into the class teacher on the day of the event.

Thank you for your support!  
Mrs Otter (Charity/Community Cohesion Leader)



**Friendship Anti-Bullying [FAB] Week' 13<sup>th</sup>- 17<sup>th</sup> November 2017**

During 'FAB Week' the whole school will be learning about the importance of 'Friendship'.

We will be discussing 'Bullying' with the children and sharing some of the strategies that can help you if someone else is making you feel unsafe or unhappy

We are planning a range of learning experiences for the children including a 'cross-phase' learning session when the children spend time learning with children from other year groups.

During this session the children will be thinking about 'What makes a good friend?' and making friendship bracelets. Each class will have a parachute session in the hall with Mr Ruck and the children will be nominating a 'Friend of the Week'.

The 'Friend of the Week' will be presented with a certificate in Celebration Assembly on **Friday 17<sup>th</sup> November**.

We will take plenty of photos to share on the school website and Facebook page.





## Friends of St. Stephen's Infant School AGM 2017

Thank you to those of you who came to last term's Friends' AGM.

We said 'Goodbye and thank you' to Rachel Scott who stepped down as Chairperson after three years.

The meeting was a great success with committee members being elected and lots of great fundraising ideas.

### **2017-18 Friends' Committee:**

**Chris Galley** (Lily in Red Class' dad) was elected as Chair.

**Charlotte Cannon** (Jessica in Red Class' mum) was elected as Vice-Chair.

**Ellie Langdon** (Romilly in Draco and Esmie in Red Class' mum) stays on as Treasurer.

**Tina Shepherd** (Emily in Yellow Class' mum) and **Teresa Cooper** (Benjamin in Yellow Class' mum) are our Secretaries

**Jodie Hall** (Josh in Elmer Class' mum) stays on as our 'Social Media Secretary.

The Friends organise great events throughout the year and help raise valuable funds for the school. This term the Friends will be contributing to the cost of school trips including the Y2 Panto trip to the Hippodrome.

Please make sure you support the Friends.

### **This term's events are:**

**Saturday 2 December- 12-3pm SSIS & SSJS Winter Fayre**

**Friday 8 December - 9am-12.15pm in Old Staffroom – Friends' Christmas Wrap.**

**Tuesday 12 December - Christmas Discos: Reception 5-6pm/KS1 6.15-7.15pm**

**If you can help at any of these events please contact the Friends' Chairperson, Chris Galley on 07769310640 or the Friends' Treasurer, Ellie Langdon on 07525758256.**

You can also 'Like' St. Stephen's Infant School PTA on Facebook.

### **Reception and Y1 Christmas Performances 2017 & Y2 Christmas Service at St Stephen's Church.**

**2pm Monday 4<sup>th</sup> December - Reception performance of 'The Snowman at Sunset'**

**9.30am Tuesday 5<sup>th</sup> December - Reception performance of 'The Snowman at Sunset'**

**2pm Wednesday 6<sup>th</sup> December – Y1 performance of 'The Nativity'**

**9.30am Thursday 7<sup>th</sup> December – Y1 performance of 'The Nativity'**

**9.30am Tuesday 12<sup>th</sup> December – Y2 Christmas Service at St Stephen's Church.**

As we have limited seating/standing capacity in the hall/church we are issuing 2 tickets/family for the Christmas performances/service.

Your 2 tickets will be available to collect from the office from the following days:

**Reception classes from Monday 20<sup>th</sup> November 2017**

**Y1 and Y2 classes from Tuesday 21<sup>st</sup> November 2017**

**Please do not come to the office to collect your tickets before these dates.**

**Tickets can only be collected from the office between 8.30-9am and 2.45-3.10pm each day.**

Each family is guaranteed 2 tickets so you can collect them anytime from these dates.

The tickets are for your family and are not transferable.

**Please note you may need to stand to watch the play as we have limited space for seating.**

**Please note the Y2 Christmas Service is at St Stephen's Church NOT in the hall.**





**To ensure the Christmas plays are enjoyable for everyone please note the following:**

- ❖ *On the day of your child's performance please queue at the main entrance. Doors will open at 8.50am for morning performances and 1.30pm for the afternoon performance. Please be patient as we check tickets off against our class lists.*
- ❖ *The morning performances start at 9.30am and the afternoon performance at 2pm. We are unable to admit parents/carers after 9.25am/1.55pm as this will disrupt the performance.*
- ❖ *As space is limited in the hall please do not bring buggies in. Buggies can be parked under the canopy in the Reception Outdoor Classroom.*
- ❖ *If you have a toddler or baby with you and they are making noise during the performance please take them out of the hall through one of the fire exits at the back.*
- ❖ *Please switch off or silence mobile phones.*
- ❖ *You are welcome to video/photograph the Christmas performances. Please note: We seek parents/carers individual consent for the use of photos of their child(ren) on the school website and in newsletters etc. It is our policy to allow parents/carers to photograph and film their children at school events. **This is on the understanding that the photos and film is for your personal use only.** Please do not post photos or films of other children on social media apps such as Facebook. We will post photos from the plays on our website in the Recent Events section and on our school Facebook page. We check the photos we share to ensure that the children's parents/carers have given consent for public use.*
- ❖ *Thank you for your cooperation.*

**We are supporting the 'Crisis at Christmas' appeal and will be making collections at each of the Christmas performances. We hope you enjoy the performance!**



Yours sincerely,  
Tim Ruck  
Headteacher





## Term 2 2017-18 Dates for Parents/Carers

<b>Week 1:</b>	
Monday 30 October	- Flu Vaccinations – Old Staffroom
Wednesday 1 November	- Gym Club 3.15 – 4pm
Wednesday 1 November	- KS1 Footie Club 3.15-4.15pm
Thursday 2 November	- Paul Smith (School Improvement Adviser-SIA) visiting for the morning – will tour the school.
<b>Week 2:</b>	
Monday 6 November	- 1.20-1.45pm School Council Meeting on the bus
Monday 6 November	- 2.40pm Be Safe Be Seen Assembly (S. Glos Road Safety)
Monday 6 November	- Open Day meeting/tour at 9.30am in Hall
Wednesday 8 November	- School photographer – am – individual/sibling photo – details to follow
Wednesday 8 November	- Gym Club 3.15 – 4pm
Wednesday 8 November	- KS1 Footie Club 3.15-4.15pm
Friday 10 November	- Armistice Day. 2 minutes silence at 11am. Play to finish at 10.55am
<b>Week 3: FRIENDSHIP ANTI-BULLYING (FAB) WEEK</b>	
Monday 13 November	- 4.30 – 7pm Reception Parent Evening
Monday 13 November	- Phonics workshop – Hall needed 9.15-11.15am Reception and KS1
Tuesday 14 November	- Cross-phase first session 9-10.40am –What makes a good friend?/Make Friendship bracelets.
Wednesday 15 November	- Gym Club 3.15 – 4pm
Wednesday 15 November	- KS1 Footie Club 3.15-4.15pm
Thursday 16 November	- 3.30 – 6pm Reception Parent Evening
Friday 17 November	- Children in Need – wear Spotty clothes to school
Friday 17 November	- Y1 Blaise Castle Victorian Christmas trip (2 classes)
<b>Week 4:</b>	
Wednesday 22 November	- Gym Club 3.15 – 4pm
Wednesday 22 November	- KS1 Footie Club 3.15-4.15pm
Thursday 23 November	- Y1 Blaise Castle Victorian Christmas trip (1 class)
<b>Week 5:</b>	
Monday 27 November	- 1.20-1.45pm School Council Meeting on the bus
Monday 27 November	- Y2 Explorer Dome am – hall needed 9am – 11.45am
Monday 27 November	- Open Evening and tour new intake 6.30pm – hall needed
Tuesday 28 November	- Autistic Spectrum Q&A/Info meeting for SSIS & SSJS parents/carers in our hall from 2.15pm.
Wednesday 29 November	- Gym Club 3.15 – 4pm
Wednesday 29 November	- KS1 Footie Club 3.15-4.15pm
Saturday 2 December	- 12-3pm SSIS & SSJS Winter Fayre
<b>Week 6:</b>	
Monday 4 December	- 2pm - Reception Christmas Performance 1
Tuesday 5 December	- 9.30am - Reception Christmas Performance 2
Wednesday 6 December	- Gym Club 3.15 – 4pm
Wednesday 6 December	- 2pm – Y1 Christmas Performance 1
Thursday 7 December	- 9.30am – Y1 Christmas Performance 2
Friday 8 December	- 9am-12.15pm in Old Staffroom – Friends' Christmas Wrap.
<b>Week 7:</b>	
Tuesday 12 December	- Children's Christmas Dinner – two sittings – details to follow
Tuesday 12 December	- Christmas Discos: Reception 5-6pm/KS1 6.15-7.15pm
Wednesday 13 December	- 9.15am Carols Around the Tree and then Christmas Choir to visit OAP homes- Kingswood Court 10.30am and Deerhurst 11.15am
Wednesday 13 December	- 1.30pm Y1 Christmas Party in hall
Wednesday 13 December	- Gym Club 3.15 – 4pm
Thursday 14 December	- Y2 trip to Hippodrome Panto - show at 1pm
Friday 15 December	- 1.30-2.15pm Reception Christmas party in hall
Friday 15 December	- 2.15-3pm Y2 Christmas party in hall
Friday 15 December	- Last day of term for children
<b>Week 8</b>	
Monday 18 December	- INSET DAY. School closed to children
<b>Term 3</b>	
Tuesday 2/1/18	- INSET DAY. School closed to children.
Wednesday 3/1/18	- Start of Term 3 for children.

