



Castleford Road
Normanton
West Yorkshire
WF6 1QU

Telephone: 01924 890576

Headteacher: Linsey Cavell

Chair of Governors: Paul Halliday

Email: headteacher@normantoncommon.org.uk

Friday 14th September 2018

Dear Parents and Carers

School Council Election

School Council elections will take place next Friday. Throughout next week we will run activities to support prospective candidates and to teach everyone about the democratic process of voting. Pupils wishing to stand for election will have time to prepare election speeches, there will be assemblies and lessons about democracy and voting and all pupils will discuss what it takes to be a good school councillor.

Home School Agreement

Our home/school agreement follows a **rights and responsibilities** framework that we use in school. The aim of the agreement is for all members of the school community to understand their rights and associated responsibilities. We know that children make the best progress when home and school work in partnership and that good learning happens when all members of the school community feel safe, valued and respected.

With this in mind can I remind parents and carers of their responsibility as adults to act appropriately in relation to other people's children whilst in the playground. Since returning to school much of my time has been spent meeting with parents who are upset because of what they have overheard other parents say about their children in the playground, or what other parents have reported to them. This is not helpful and often leads to more disagreement and tension. Please refer any concern you may have to the classteacher or pastoral team rather than discussing openly in the playground - we can resolve issues when we work together. Thank you for your cooperation.

Flu Vaccination

To those who have returned the forms, thank you for your prompt reply. If you have not yet returned your form please be aware that the **deadline in Friday 21st September**.

Drop off and Collection Arrangements – action for KS2 pupils only

In order to safeguard children in the early years and KS1, all children must be dropped off and collected by a responsible adult. Please can I remind you school staff are not allowed to release children in the early years and key stage one to any person under the age of 16yrs at the end of the school day.

For pupils in KS2, parents are required to make their own appropriate arrangements for drop off and collection and to be responsible for the organisation of this. Can I ask that you complete the attached *Arrival and Collection form* and return to school by Friday 21st September.

Children do not need to arrive at school before 8:40am. School staff supervision of children begins at 8:50am. Please ensure you supervise your children closely and ensure they wait with you for the doors to open.

Designated Safeguarding Lead: Mrs L Cavell Safeguarding Governor: Mr W Wilman

Deputy DSL: Mrs S Conway, Miss H Ho, Mr A Riby

If you are worried a child is at risk of harm, please contact one of the above or **Social Care Direct on 0345 8 503 503**

Copies of the Safeguarding Policy can be obtained from the school office or downloaded from the school website.



Castleford Road
Normanton
West Yorkshire
WF6 1QU

Telephone: 01924 890576

Headteacher: Linsey Cavell

Chair of Governors: Paul Halliday

Email: headteacher@normantoncommon.org.uk

Wildlife Area

Thank you for ensuring children **do not** play on the wildlife area before school starts in the morning.

It is lovely to see children playing there at the end of the school day, under the close supervision of parents and carers. Please can I ask that you vacate the school grounds by 3:30pm, this is because we often hold meetings in the Garden Room.

Our Attendance Target 96.3%

Congratulations to Waterton class and Brownlee class for achieving the highest attendance figures this week. 7 of our classes met or exceeded the school attendance target too.

Reception & Key Stage 1			Key Stage 2		
	Attendance	Late marks		Attendance	Late marks
Reception Robins	96.2%	0	Tomlinson Class (Y3)	97.6%	2
Hepworth Class (Y1)	97.9%	1	Brownlee Class (Y3/4)	99.3%	0
Waterton Class (Y1/2)	100%	0	Adams Class (Y4)	95.7%	0
Sharman Class (Y2)	99.3%	0	Bronte Class (Y5)	95.8%	1
			Cook Class (Y5/6)	97.6%	0
			Hockney Class (Y6)	96.5%	1

School attendance for the week is 97.6%, which gets us off to a flying start for the school year. A total of 274 children achieved 100% attendance, which is 90% of our school population. Great start!

Yours sincerely

Linsey Cavell
Headteacher

Designated Safeguarding Lead: Mrs L Cavell Safeguarding Governor: Mr W Wilman

Deputy DSL: Mrs S Conway, Miss H Ho, Mr A Riby

If you are worried a child is at risk of harm, please contact one of the above or **Social Care Direct on 0345 8 503 503**

Copies of the Safeguarding Policy can be obtained from the school office or downloaded from the school website.



Castleford Road
Normanton
West Yorkshire
WF6 1QU

Telephone: 01924 890576

Headteacher: Linsey Cavell

Chair of Governors: Paul Halliday

Email: headteacher@normantoncommon.org.uk

Arrival and Collection Form 2018/2019 academic year (KS2 pupils only)

Name of Pupil..... Class (2018/19)

	Key Stage Two Pupils (please circle one response from each row)		
Arrival Arrangements	I or another adult will bring my child to the classroom each morning	I or another adult will drop my child off at the school gate or car park each morning	My child will walk to school alone
Collection Arrangements	I or another adult will collect my child from the classroom each afternoon	I or another adult will meet my child at the school gate or car park each afternoon	My child will walk home from school alone
Club Arrangements	I or another adult will collect my child from the main reception when the club finishes	I or another adult will meet my child at the school gate or car park when the club finishes	My child will walk home from school alone when the club finishes

I confirm the above information is correct.

Signed: _____ (parent/guardian) Date: _____

Designated Safeguarding Lead: Mrs L Cavell Safeguarding Governor: Mr W Wilman

Deputy DSL: Mrs S Conway, Miss H Ho, Mr A Riby

If you are worried a child is at risk of harm, please contact one of the above or **Social Care Direct on 0345 8 503 503**

Copies of the Safeguarding Policy can be obtained from the school office or downloaded from the school website.