



SETTLE CE PRIMARY SCHOOL - GOVERNOR NEWS

(Issue Six: 20/03/19)

Dear Parent/Guardian

Parents Evening

Parents Evening is coming up soon and you should have received information regarding booking a slot with your child's teacher. If you are missing a letter or unsure as to anything then please contact the school office.

Important Safeguarding Update

One of the features that we are very proud of at Settle Primary is the close communications that we have with parents and being able to offer an open, welcome feel to all our families at the start and end of the school day. We do however need to ensure that in making the school accessible to parents we do not inadvertently create any safeguarding issues. We therefore ask that parents adhere to the following school guidelines:

- Early Years and Key Stage One children - parents are welcome to come into the school to drop their children off between the times of 8.45am and 9.00am. Once the children have been admitted into class we ask that parents leave promptly so that we do not get a build up in the school. Note that during this time parents may speak to the class teacher but if this is not required then please, after dropping your child off, don't hang around but please leave the building promptly.
- Key Stage Two Pupils - to encourage independence, children at this phase of their primary education do not need to be escorted to the class (unless a parent specifically has an issue to address with the teacher or there is special permission, such as an SEN requirement). The child may be left at the junior entrance. This reduces the unnecessary build up of adults and reduces disruption in the classroom, allowing a smoother start to the day.

We ask that if there are any concerns about your child, or indeed any concerns relating to any other child in particular, that they are raised directly with the teacher of the child in question or with Mr Wright / Miss Thompson. Once on the school premises any issues relating to a child or family become the concern of the school and its staff to resolve and if a parent has any issues relating to their child or another child then the proper and only protocol is to raise it with school staff and **NOT** to deal with it yourself.

Attendance

We value children having a good attendance. Too much time out of school, or coming in late, drastically disrupts the child's educational progress and can affect the education of others. All attendance needs to be authorised by the Executive Head Teacher Mr Wright by completing the appropriate Leave of Absence Form. Poor attendance will be challenged and persistent offenders may be directed to the Local Authority Education Social Worker.

Parent Pay

Please keep Parent Pay payments up to date. Most families pay a term in advance knowing which services they wish to access and this makes life a lot simpler. Court action is pursued via the Authority if debt is incurred and there has been no attempt to make payment or meet with the Executive Head Teacher to establish a payment plan. To not pay for those services received is unfair on other families who do pay and it means the school suffers as it takes away from the budget available to support all our children. Please keep payments up to date - all services taken need to be paid for.

Dates

Please see the school website and class teacher letters as to key dates affecting your child. The school website is kept up to date and if in doubt about an activity or event then phone the school office. We have a very busy school with lots happening each week. The main source of information will be through teacher newsletters and updates. Those parents with children involved in a sporting activity will generally be notified directly through a specific letter at least a week in advance of an activity taking place.

Website and Facebook Page

The school has a wealth of information about its provision on the website page which can be reached by clicking on the link settleprimary.org.uk We also have a popular Facebook Page which celebrates achievement and events taking place in the school.

Best wishes

Michael Gudgeon

Chair of Governors