



ALL SAINTS CARSHALTON CHURCH OF ENGLAND  
PRIMARY SCHOOL  
NEWSLETTER – September 2017

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Dear Parents,

Welcome back to all children, staff and parents, for the start of our new school year. I hope that you have all had a wonderful summer break and now feel well and truly ready for the challenges and triumphs of a new school term! Thank you for all the lovely gifts, cards and kind words of support, they were much appreciated.



### Meet the Staff Evenings

Thank you to all the parents who attended these evenings. I hope you found them helpful and informative about our vision for the school in our bid to become an outstanding school.



### Communications with parents

The Home/School Diaries have proved to be a successful means of communication. We continue to value feedback from you. However, we will continue to use email as a means of communicating the monthly newsletter, class updates and other letters with parents. Please make sure we have your up to date email to ensure all communication reaches you. All current and back copies of the monthly newsletters and general letters are available to download via the school website.

**Please do check our Website for letters and updates on the calendar.**

### New Staff



In addition to the Reception children who will be joining us this term, we welcome two new members of staff: Miss Clare Glackin, the class teacher in Beech Class, Year 5 and Miss Bethany Britt, our new Music leader. I hope they will all be very happy working at All Saints. At the end of the month, we will be saying goodbye to Mrs Grace who has secured a position supporting a child 1-1 at the newly opened Banstead Academy and early in October, we will be saying goodbye to Mrs Carter who will be moving to Orchard Hill College and Academy Trust to take up a position as a Senior Learning Leader. We wish them both much happiness for the future. I will inform you when the posts have been filled. I would also like to congratulate Ms Baker who got married over the summer and is now Mrs Holford. Miss Davy who got married earlier in the year has taken her married name and will now be known as Mrs Smail.

We also welcome Mrs Chu, mother of Olivia in Year 1 as our new Parent Governor.

<b>Classes,</b>	<b>Teachers</b>	<b>Teaching Assistant/ Learning Support Assistant</b>
<u>Nursery</u>	Mrs H Smail/ Mrs M Bangs (Mondays)	Ms C Granville, Mrs B Zadorian, Mrs L Holford
Sparrows	Miss K Cummings	Mrs C Hunt, Mrs E Totton, Mrs D Jones
Puffins	Miss T Brown	Mrs K Bloor,
Chaffinches	Miss M Morgan	Mrs M Oyemade, Mrs D Jones
Woodpeckers	Miss L Parsk	Mrs V Wilson, Mrs D Wilkinson
Skylarks - Year 2	Mrs V Williams	Mrs O Burn
Wrens - Year 2	Miss A Blake	Mrs A Nelson
Hazel - Year 3	Miss Z Smith	Mrs S Springate
Rowan - Year 3	Miss V Tweedy	Mrs V Furze
Willow - Year 4	Mrs S Bailey	Mrs V Pittman, Mrs S Cain
Oak - Year 4	Mr A Harcourt-Smith	Mrs S Ewing
Ash - Year 5	Mr A Musson	Mrs J Grace, Mrs V Furze, Mrs D Tarn
Beech - Year 5	Miss C Glackin	Mrs J Grace Mrs L Mackey
Year 6	Miss K Piggott	Mrs J Davey, Mrs D Tarn, Mrs M Carter, Mrs M Buglear



- Mrs Callaghan - works part time as the school's Inclusion Manager and also covers Family Support needs
- Mrs M Bangs - covers PPA as well as teaching in the Nursery one day a week
- Miss Britt - works part-time across the school teaching Music
- Mr P Doherty - covers PPA in Key Stage 2
- Ms L Davila - teaches Spanish across Key Stage 2
- Mrs S Cain - covers emotional literacy support (ELSA) needs as well as supporting in class
- Mrs V Pittman - works closely with Mrs L Callaghan to support children with Special Educational Needs or Disability

Our Key Stage Leaders are:-

Key Stage 2 - Mr Andrew Musson

Key Stage 1 - Mrs Vici Williams

Foundation Stage - Miss Tracey Brown

### Office Staff

Bursar	Mrs L Berry
Finance Officer	Mrs E Bartley
Admissions Officer	Mrs K Lee
Admin. Assistant	Mrs L Davis



### Catering Staff

Catering Manager	Mrs E Bramble
Catering Assistant	Mrs C Iorizzo
Kitchen Assistant	Mrs L Limbu Suba
Kitchen Assistant	Mrs A Stewart
Kitchen Assistant	Mrs E Lee



### Cleaning and Grounds Maintenance Staff

Caretaker	Mr S Mendat
Cleaner	Mrs D Badgery
Cleaner	Mrs E Gertz
Cleaner	Mrs L Limbu Suba
Cleaner	Mrs C Mendat
Cleaner	Mrs A Nelson
Cleaner	Ms J Short



### Lunchtime Staff

Our Midday Supervisors organise many activities for the children at lunchtimes.

Mrs S Ewing (Senior)	
Mrs D Badgery	Mrs O Burn
Mrs M Buglear	Mrs S Cain
Mrs E Gertz	Mrs J Grace
Mrs C Mendat	Mrs M Nyandu
Mrs A Nelson	Mrs V Pittman
Ms J Short	Mrs S Springate
Mrs V Wilson	



### Governors

I would like to introduce the Board of Governors to you.

Rev D Billin	Foundation
Mrs K Chu	Parent
Mr A Costello	LEA
Mrs E Hart Dyke	Headteacher (Ex-officio)
Dr P Meakin	Foundation
Mr S Mendat	Staff
Mrs J Morrissey	Parent
Mrs R Pengelly (Vice-Chair)	Foundation
Mrs T Sharrock	Foundation
Mrs H Smith (Chair)	Foundation



Dr P Smith	Foundation
Mrs M Williams	Foundation
Mr M Zunde-Baker	Foundation
Vacant	Incumbent



## Uniform

Thank you for sending your children back to school looking so smart. We appreciate your support in ensuring that your children wear the correct uniform as it gives us a sense of unity. Our school uniform supplier is Cladish in Wallington High Street, although many items of uniform can be purchased from high street retailers too.

Although it is now the Autumn Term, girls can still wear summer dresses and boys can wear blue polo shirts up until half term (**except on our Individual photograph day, Thursday/Friday 12/13 October, when we would like children in their winter uniform**). Friday 13 October will be an overflow day and also the day that the Nursery will have their photograph taken. Please ensure the girls summer dresses are the A-line design without belts or additional pockets. Girls' shoes should not be the patent leather type and must be suitable for running in the playground.

We ask that all clothing, including P.E. kits, shoes and trainers is clearly marked with the owner's name. No jewellery may be worn with the exception of a watch in the Juniors, which should be named. **Earrings should not be worn in school, as they can be very dangerous during physical activities and at break time. It is for the safety of all children that we have this rule - there can be no exceptions.**



## The School Day

Gates open at 8.45am and children go straight to their classes from this time. The school day finishes at 3.20pm for Reception, Year 1 and 2 and 3.25pm for Years 3 - 6. The Nursery sessions are 8.45am - 11.45am and 12.30pm - 3.30pm. If you are delayed in collecting your child from school, please inform us so that we can ensure your child waits by the main office to be collected. **As you know, we do not have facilities for children who are regularly picked up late from school.**

Please inform us if your child is going to be late to school. Any child arriving in school after the gates have closed will be marked as late. If they arrive after the registers have closed and the school has not been notified, this will be recorded as unauthorised absence. The school attendance officer checks the school registers termly and will pick up persistent absences and lateness.

All visitors to the school must sign in using our computerised system. Any child who arrives late to school, is picked up from or dropped back during the school day or collected late at the end of the day, must be signed in or out by their parent.

## Mobile Phones

Some parents of children in Year 6 may wish their child to walk by themselves to and from school as it is good preparation for secondary school. If this is the case, please let Miss Piggott and me know in writing. Children walking may bring a mobile phone to school. **I request that it is not an expensive iPhone, Android or similar.** Such phones lay your children open to potential dangers. Phones must be handed into the school office each morning and collected at the end of the school day. They should not be used on the school site at all. I appreciate your co-operation in this matter.



## Swimming

All Junior parents will already have received a letter outlining details regarding swimming. Year 4 will be swimming this term.



## Year 6 Transfer to Secondary School

Parents are being encouraged to apply online at: [www.sutton.gov.uk/admissions](http://www.sutton.gov.uk/admissions). The closing date for your Common Application Form if you live in Sutton is midnight on 31st October 2017. To do this, please visit the Sutton website at [www.sutton.gov.uk/admissions](http://www.sutton.gov.uk/admissions). Some schools require an additional supplementary form. The closing date for completion of these forms is listed clearly in the information that was given out to parents in July. It is also available online at the address above. If you are unable to apply online or view the online information and need a paper copy of the school admissions booklet and application form, you should email: [contactcentre@sutton.gov.uk](mailto:contactcentre@sutton.gov.uk). If you do not have access to email, please call 020 8770 5000. Please do not hesitate to contact me via the school office for an appointment if you wish to talk through your application.



## Water

All children should bring a named plastic bottle of plain water only to keep in the classroom. This will be sent home daily to be washed and refilled.



## Clubs

A wide variety of clubs will once again be in operation this term. The children will be told about all the clubs on offer and the start dates in Assembly and permission forms will be circulated. A finalised list will be uploaded onto the school's website. Most clubs start during the week beginning Monday 18 September, unless you hear otherwise directly from the person running the club. Children wishing to attend any club are expected to behave appropriately.



## Absence from School

We are always concerned for the well-being of the children. Any absence is detrimental to the learning of your child. This cannot be stressed enough. However, sometimes it is unavoidable.



Should your child be absent from school through illness, please ensure that the school office is notified promptly on the morning of your child's first day of absence. A message can be left on the answer machine. This should be followed up with a letter on your child's return to school. If your child suffers a single occurrence of vomiting or diarrhoea, they should not attend school until 48 hours have elapsed. Such cases should be treated appropriately at home in order to minimise the risk of infection to others.

Holidays **should not** be taken in term time as no compensation can be made for the teaching time lost and will not be authorised. All requests for absence including medical appointments need to be completed on the absence request form (attached to this newsletter), so that I can consider whether it may be legally authorised. Please look at the letter from Helen Smith, Chair of Governors, which is posted on the school's website for further guidance.

**Please ensure that the school office is notified immediately of any changes of address, telephone number or emergency contact numbers.**



## Volunteer help in schools

We welcome and value the help that we receive from parents and friends in school. In line with safety and security management, a DBS clearance needs to be carried out. This can be carried out through Mrs. Bartley in the school office. There is a £12 charge for a DBS check to be carried out. Please see website for list of valid documents needed to carry out the DBS. I also encourage you all to join the update service, details for this can also be found on the website.



## PTA AGM - Thursday 19 October - 7.30pm for 8.00pm

This is an important meeting and all parents are very welcome. Please attend if you can as the school is extremely fortunate to have such a strong PTA, but new members with fresh ideas are always welcome. Future dates:

- Shopping Night - Thursday 9 November - 7.00 - 10.00pm
- Ball in the Fall - Saturday 11 November
- Christmas Fair - Saturday 25 November - 12.00 - 3.00pm

## WOW

The school will continue to take part in WOW this year and encouraging families to travel to school using a sustainable form of transport. Please ensure that you have signed a cycle/scooter agreement available from the school office or from the school's website if your child cycles or scoots to school. Please ensure that a completed form is returned to the school office either in hard copy or by email. The school will not accept any responsibility for any bicycles or scooters left over night.



## Parking

Sadly, we have already had a complaint about parents parking dangerously, up on pavements and on corners of the road, making it difficult for other families to cross safely. Please be considerate of everyone in our school community and find a safe and legal place to park.

## Car Free Day - Thursday 21 September

On Thursday we ask everyone in our school community to ditch their cars and think of different ways to come to school. Leaving our car is good for the environment and our bodies! Children can scoot, cycle, walk or park and stride. There are many roads a 5 minute walk away from the school where you can park and then walk. We hope that there will be no cars parking or dropping off around the school perimeter on Thursday. The car park will be empty! Prizes and our special WOW award for the class with the most people ditching their car on Thursday 21 September.

## School Improvements

The Year 1 corridor has been refurbished and repainted over the holidays. The windows and canopies have been cleaned, the hot water boiler has been replaced and the trim trail has been repaired.

## Charities

Our charity ambassadors raised an incredible amount of money again last year. The total figure raised for St Helier Hospital was **£1,684.76** and **£1,623.59** for Water Aid. Well done and thank you for your support!



## Questions

We are always open to questions or suggestions and many suggestions have been implemented over the years. If you have a question or suggestion, please do not hesitate to speak let us know.

Thank you for your patience at the end of the school day, especially during the first few weeks as staff become more familiar with their children's parents, child minders etc. It is important to us that your children are handed over safely to the correct adult and we are aware that this may take longer than normal at the beginning of the term.

Please may I remind all parents to ensure that pre-school children are not running about or scooting in the playground and near the classrooms before the end of the school day as the children are still learning? Thank you for your anticipated co-operation.

Thank you for taking time to read this long newsletter. We endeavour to keep you well informed. Do come in to discuss any matter that concerns you or your child and we will do our very best to help.

We look forward to working in partnership with you.

With best wishes to you all,

Mrs Emma Hart Dyke - Headteacher

## Future Term Dates

### Autumn Term 2017

(Last Day) - Wednesday 20 December 2017

Half Term - Monday 23 - Friday 27 October 2017

### Spring Term 2018

Wednesday 3 January - INSET Day

(First day) - Thursday 4 January - (Last Day) - Thursday 29 March 2018

Half Term - Monday 12 - Friday 16 February 2018

### Summer Term 2018

Monday 16 April - INSET Day

(First day) - Tuesday 17 April - (Last Day) - Friday 20 July 2018

Half Term - Monday 28 May - Friday 1 June 2018

Monday 23 July - INSET Day

An Academy within the

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Registered Office 48 Union Street, London SE1 1TD.

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## Dates for your Diary

<b>Autumn Term 2017</b>	
Monday 18 September	Swimming starts for Year 4 for 11 weeks
Monday 18 September	Clubs start
Thursday 5 October	Harvest Service at All Saints Church - 11am
Thursday 5 October	Reception - Bug Club Information Session - 2.30pm
Tuesday 10 October	Nursery Open Evening - Prospective parents 4.00-6.00pm
Thursday 12 October	Yr 3 - Museum of London's <a href="#">Prehistory: Stone Age to Iron Age</a> - coming to the school
Thursday 12 October	Individual Photographs - children in winter uniform please
Friday 13 October	Individual Photographs - children in winter uniform please
Monday 16 October	Yr 4 - Lullingstone Roman Villa
Thursday 19 October	Reception - Maths and Tapestry Information Session - 2.30pm
Thursday 19 October	Cross Country Yr 4-6 - Northey Avenue
Thursday 19 October	PTA - AGM 7.30pm
23-27 October	Half Term
Wednesday 1 November	All Saints Day Service 2.00pm
Thursday 2 November	Reception - Healthy Eating Talk
Monday 6 November	Nasal Flu Programme Rec - Yr 4
Thursday 9 November	PTA - Shopping Night 7.00-10.00pm
Saturday 11 November	PTA - Ball in the Fall 7.00pm
Wednesday 15 November	Reception Open Morning - Prospective parents 9.15-10.15am
Thursday 16 November	Reception Open Afternoon - Prospective parents 2.00-3.00pm
15-17 November	Yr 5 - High Ashurst Residential
Friday 24 November	Mufti Day - Bring a bottle for the Fair
Saturday 25 November	PTA - Christmas Fair 12.00-3.00pm
Monday 27 November	Yr 2 Discover Christmas
Tuesday 28 November	Parents' Evening 3.40-6.40pm
Thursday 30 November	Parents' Evening 4.00-7.30pm
Monday 4 December	Sponsored swim for Year 4
Friday 8 December	End of clubs until the Spring Term
Monday 11 December	Infant Dress Rehearsal 9.15am
Monday 11 December	Infant Performance 2.00-3.00pm
Wednesday 13 December	Infant Performance 9.15-10.15am
Thursday 14 December	Reception Christmas Party pm
Friday 15 December	School Christmas Lunch - details to follow
Monday 18 December	Yr 1 & 2 Christmas Party pm
Tuesday 19 December	Junior Christmas Party pm
Tuesday 19 December	Carol Service for Juniors 6.30pm
Wednesday 20 December	Last day of term - break up at 1.30pm
<b>Spring Term 2018</b>	
Wednesday 3 January	INSET Day
Thursday 4 January	Children back to school
Monday 8 January	Swimming starts for Year 6 and Hazel - for 5 weeks

## All Saints School Uniform

Uniform is worn by all the children at All Saints as it makes them feel they belong to the school family. The school's uniform supplier is: Cladish & Co Ltd, 29-31 Woodcote Road, Wallington, Surrey, SM6 0LH. Tel: 020 8669 9992. Some uniform items can be purchased from High Street retailers. Details of the uniform are:

### Nursery

Navy sweatshirt and jogging bottoms or leggings  
A school T-shirt with logo  
Blue gingham A-line summer dress

### Main School - Outdoor Wear - Boys and Girls

Plain navy/black anorak or raincoat  
Plain navy woolly hat, scarf and gloves if cold  
School baseball cap for the summer - with/without flap at the back  
A navy/black waterproof  
Navy/black shoes (not patent leather) of a sensible sturdy style with a low heel  
Sandals may be worn in the summer (closed toe style, no sling backs)

### Girls - Years R, 1, 2

Navy blue A-line pinafore dress  
Blue check blouse  
Navy blue cardigan with school logo  
Plain navy tights or plain navy/white socks  
(In summer) Blue gingham A-line summer dress

### Boys - Years R - 6

Short or long grey trousers  
Short or long sleeved white shirt  
Navy V-neck jumper with school logo  
School tie  
Plain grey socks  
(In summer) light blue polo shirt with school logo

### Girls - Years 3-6

Navy blue fully pleated skirt with school blouse  
Navy blue V-neck jumper/cardigan with school logo  
Other items as for Years R - 4  
(In summer) Y3/4 wear the summer dress, Y5/6 may wear the summer dress or navy skirt and school blouse

All long hair should be tied back with navy/blue hair ties or scrunchies

### Physical Education and Games

All children need (Infants and juniors):  
A school T-shirt  
Plain navy blue shorts (not cycling shorts)  
Black plimsolls (Infants only)

Children in Years 3, 4, 5 & 6 only also need:

Plain navy tracksuit bottoms and sweatshirt top (Juniors only)  
Conventional sport style waterproof trainers - black/white in colour  
White sports socks (not trainer socks)  
Navy or black swimming costume/trunks (not swim shorts)  
Blue swimming hat (available from the school office)  
Swimming kit should come to school in a suitable drawstring bag not rucksack

PE kit should be kept in a school PE Bag; both these and Book Bags are available from the school office.

### All uniform should be labelled with the child's name.

Summer uniform can be worn from the beginning of the Summer Term until the October half term but should definitely be worn from the Whitsun half-term. Second hand uniform is held by the PTA and is sold at the school from time to time.



All Saints Carshalton Church of England Primary School
Application for leave of absence

To be completed by parents

You should not expect your child's school to agree to any absences during term time. Taking time off during the term means that children miss important school activities which are detrimental to a child's learning. The DfE recommendation is that children are not taken out of school other than in exceptional circumstances.

Parents do not have a legal right to take children out of school on holiday. Each application is considered individually, taking into account the following factors:

- The child's attendance record (it should exceed 95% attendance)
The timing of the absence (it should not be taken during test times, or at the beginning of term)
The reason for the absence (the exceptional circumstances must be explained - a cheap term time holiday will not be accepted as a valid reason for absence)
Our policy states that authorisation will only be given for funerals, investitures by the sovereign and examinations.
Only non-routine medical appointments will be authorised, ie those with a consultant or specialist centre that cannot be made outside of school time (these appointments should be supported by an appointment letter/card.) Routine GP and dental appointments should where possible be arranged out of school time.

If leave is taken after permission has been withheld then this will be recorded as unauthorised absence. This will appear both in the school register and in your child's report. Persistent unauthorised absence may result in the involvement of the Attendance Officer and a possible fine.

For information the Chair of Governors letter pertaining to requests for leave can be found on our website

I request that .....(child's name) in ..... (class) be granted leave of absence from All Saints Carshalton Church of England Primary School on the following date/s..... time of collection .....time of return..... lunch required YES/NO for the following reason:

.....
.....
.....
.....
.....

(details must be provided. Insufficient information will mean authorisation cannot be given)

Signature of Parent/Carer..... Date.....

To be completed by the school

Authorised [ ]

Unauthorised [ ]

Headteachers comments:

Signature of Headteacher ..... Date.....