



Coalway Road, Coleford
Gloucestershire GL16 7HL
Telephone: 01594 833457
admin@coalway-inf.gloucs.sch.uk
www.coalway-inf.gloucs.sch.uk
Head Teacher: Mrs Hayley Alliston

NEWSLETTER - SEPTEMBER 2024

Welcome Back!

Welcome back to all of our families and may we extend a special welcome to all our new children and their families. It is wonderful to have the children back in school and they have already settled quickly into their new classes. They have made a great start to the term and we are looking forward to an exciting school year ahead!

We publish a termly newsletter, so please look out for it via your ParentMail emails. Newsletters are also posted on the school website. We send separate letters, at other times during the course of the term, so please check your ParentMail account, your child's book bag and the website, regularly.

Parents will also find a range of information on the school website www.coalway-inf.gloucs.sch.uk. Letters and updates are uploaded to ensure parents have up to date access to information.

With this being the first newsletter of the new academic year, there is a lot of general information, especially for our new parents.

Staff and new class names



The pupils are getting to know their new teachers and their new classrooms. The class names have changed to help the pupils remember the class in which they are.

Tulip	-	Mrs Savage
Poppy	-	Mrs Arnold and Mrs Roberts
Bluebell	-	Miss Virgo
Daffodil	-	Mr Hook
Daisy	-	Miss Vaughan
Rose	-	Intervention room

Head Teacher	-	Mrs Alliston
Deputy Headteacher	-	Miss Virgo
Pastoral Support	-	Lisa Mudway
Administrators	-	Mrs Cornes and Mrs Edwards

Sendco - We will continue to work with Severn Federation Academy Trust who provide our Sendco: Mrs Lucy Nelmes and Mrs Sam Howells will be the school contacts for the Sendco.

All teachers receive time out of class for planning, preparation and assessment (PPA time), each week. Mrs Nicholls and Mrs Grindle provide PPA and supply cover.

Mrs Cornes works in the School Office Monday to Friday and Mrs Edwards works Monday to Thursday.



Congratulations to Miss Virgo. Her baby is due in December so she will be leaving at the end of November.



Pastoral Support

Lisa Mudway provides pastoral support, Monday to Thursday 8.30 a.m. – 4.00 p.m.

Lisa is able to carry out individual work with parents as well as 1:1 work with the children. The work covered may involve social skills, self-esteem, anger management, bereavement, parental separation and individual worries. Lisa can offer information and advice, as well as signpost to other agencies who offer support. Please find the flyer explaining her role on the school website.

Governance

At the end of the summer term, Mr Stuart McLester stood down as a school governor. Mrs Kaye Turner has been elected at the new Chair of Governors and Mr Matt Fortet has been elected as the Vice Chair of Governors.

We currently have vacancies on the school governing board. If you are interested to become a Governor or Clerk to the Governors at Coalway Community Infant School, please contact the school office.



Term curriculum overview for parents

Teachers produce a curriculum summary, each term. This is to provide an overview of what your children will be learning in the coming term. Please use this overview to support you, to support your child, with learning. These will be available on the school website.

Reading at home

We will be continuing our 'READ' initiative this year (**Read Everyday And Discover**) to encourage the children to read regularly and develop a love of reading. For information, look out for the letter in your child's book bag. Please make reading a regular, special time. We hope that you will enjoy reading at home, with your child, (at least 4 times per week) and collecting the bronze, silver and gold 'Smiley' reward badges again this year.

Teachers will keep track of how many times your child reads at home and will stamp their Smiley Face bookmark (which will be kept in school) each time they have read – up to one stamp per day. When their bookmark is completed, your child will then receive their 'Smiley' badge which they can wear, with pride, on their school sweatshirt. Reading books will come home every night.

PE Kit

Pupils need to bring in their PE kit (white T-shirt, black shorts, black trainers or daps, black leggings/track suit bottoms) at the start of each term. PE kits will then come home at the end of the term, so that they may be washed. Please ensure the PE kit is in a small, named, bag as they will be stored on the child's coat peg.



Educational Visits

We understand how important it is to include trips and visits to our school curriculum. We can only run them if parents contribute towards the cost. When the teacher has organised the trip, you will receive a consent form via ParentMail, for you to complete. We would be grateful if you could submit this as soon as possible so that we can finalise the trip. If we do not receive enough contributions, the trip may be cancelled.



Morning Routine and Attendance

School starts at 8.45 am. Gates/doors will be opened at 8.35 am.

It is important that your child arrives promptly, every day, and that they use the correct entrance door.

Children should wait outside the classroom, with their parents, until the teachers open the doors to greet their class. Classroom doors/outside area entrance gates will be locked at 8.45 am prompt, then all registers will be taken. Any parent who is later than the 8.45 a.m. start, will be required to use the main entrance door and register their lateness, with a reason, at the School Office.

If your child is unwell and cannot attend school, please inform the School Office as early as possible on the first day of absence. As part of our attendance procedures Mrs. Edwards or Mrs. Cornes will contact you via telephone or via ParentMail if we are unsure of a reason for absence. Please note that we check attendances carefully every day.

The new DFE attendance changes will be implemented from Sept 2024. A letter has been sent out to all parents informing you of the changes. For more information please see the Gloucestershire attendance leaflets, for parents, on our school website.



Term Dates

A list of term dates, including INSET dates, is available on the school website. 2024-2025 and 2025-2026 are available.

Medical and Holiday Absence Regulations

Please complete the 'Request for leave' prior to your child's absence for medical appointments etc. All requests for leave, during term time, will require a form to be completed which can be obtained from the school office or school website. Please return completed forms to the school office.

Department for Education legislation states that Head Teachers may not grant any leave of absence for holidays during term time.

Administration of Medicine

We prefer not to give medicine to children during the course of the school day but, if it is absolutely essential that your child receives medication, arrangements may be made for office staff to administer through agreement with Mrs Alliston. For health and safety reasons, parents will be required to complete and sign a short agreement form for the school to administer the medicine; all enquiries should be directed to the School Office.

If an inhaler or epi-pen is needed during the school day, please bring this into the office with the completed medical form.

Sickness/Diarrhoea

May we remind parents that it is essential that children who have been sick (vomiting/diarrhoea) should stay away from school for 48 hours following their last bout of sickness/diarrhoea, to limit the spread of infection to others, in accordance with Health Protection Agency guidance.



School dinners

All children in school are entitled to a hot cooked meal, every day, at no cost to parents. This is part of the Government's 'Universal Infant Free School Meals' programme which provides free daily school meals to Reception, Year 1 and Year 2 pupils across the country.

Fresh meals are cooked daily by 'Caterlink' (our meals provider) at the Junior School and is served in our dining hall. Children may bring a packed lunch, from home, if they prefer. Please do not send chocolate or sweets in your child's lunch box. Please support us by providing a healthy lunch box.

Teachers support the children to choose from three daily meal options. This term's dinner menu is available on the school website.

All parents of Reception children should register, on-line, for their child to receive free meals. Please register at www.gloucestershire.gov.uk/freeschoolmeals if you have not already done so. Children may then decide whether to take meals on a day-to-day basis.

Please don't hesitate to contact the School Office should you have any queries regarding school dinners.

'Cool Milk' at School

This scheme is run by an independent organisation. Fresh milk is delivered daily to school. The Reception children are automatically registered, by us, ready for September and will receive milk, free of charge, until they are 5years. If you would like your child to continue after this, please contact Cool Milk directly. Any Year 1 & 2 parents who wish to register their child and haven't done so, please visit the Cool Milk website www.coolmilk.com

Fruit time

The children receive a fresh piece of fruit every morning, provided through the Schools Fruit and Vegetable Scheme. Fruit option examples are: apple, pear, carrots, satsuma, banana, sugar snap peas and raisins.

Parents may wish to provide their own piece of fruit for their child to eat. This can be fresh fruit only.

Water Bottles

A reminder that the children need their water bottles in school every day. For Health and Safety reasons it is important that the bottles are cleaned and the water changed on a daily basis. We ask for your co-operation in ensuring that the bottles are cleaned and returned to school each day. Please support us to continue to promote tooth protection by providing water only. Please do not provide juice or squash.

Uniform Sales

School sweatshirts and other items are now available online from our suppliers Price and Buckland. We do have some sweatshirts / cardigans available for sale in the school but these are very limited sizes.

We also keep a stock of good quality 'pre-loved' uniform in school, with items available for 50p. Please contact the School Office for further information.

Name Labelling

Please can you ensure that any item, belonging to your child, is clearly named. This includes all clothing, coats, school bags, lunch boxes and water bottles. We cannot be responsible for lost property that is un-named.

Footwear

Sensible black shoes should be worn to school. Shoes with high heels, flip flops and strappy sandals are hazardous for the children as they run around the playground. Please keep to black shoes for school and save your special colourful shoes for home.

Jewellery and personal property

Children do not need to wear jewellery in school. If pupils are wearing jewellery, they will be asked to remove it. We cannot be held responsible for loss or damage. For those children who have pierced ears, only plain stud earrings can be worn.

Children should not bring toys to school. If items are broken or stolen, pupils will be very upset.

Site Notices

For the information of our new parents:

To maximise safety, security and safeguarding across the school site we have automated entrance gates on Coalway and Holcot Roads. To ensure the safety of everyone on site the entrance gates are locked throughout the school day and unlocked for a period of time at the beginning and end of the school day to ensure authorised access only.

Coalway Road & Holcot Road gates: The site entrance gates are closed throughout the day, with the pedestrian gates opened **10 minutes** before either end of the day to enable parents to collect their children, i.e. 8.35 a.m. and 3.05 p.m.

Should anyone need to collect their child or access the site during the school day, the main entrance gates on Coalway Road have an intercom system – please just press the button for the provider you require (Coalway Early Years, Coalway Infant, Coalway Junior, Coalway Kids Club or the Junior School Canteen). When leaving the site, there is a silver press pad – please 'press pad to exit' and the gate should automatically open and close behind you.



Parking on site is restricted to staff only. Parents should park outside the school site to deliver and collect children, ensuring that they do not park on the double yellow lines. Please do not drop off in the school gateway as this has stopped staff being able to enter the site. We would also ask that parents help us to continue our good relationships with our neighbours by not parking in front of driveways or on grass verges on Coalway or Holcot Roads or the Eskimarket's mobile home park.

Parents are asked to closely supervise their children at the beginning and end of the school day whilst waiting on site for staff to open the classroom doors and also whilst waiting for Junior siblings. Due to staff and visitors' cars arriving/leaving site at these times, please can we remind you to walk safely on the pavements whilst on the school site.

Children coming into school on scooters or bikes should dismount whilst on the school grounds and pavements.

Dogs: May we also remind parents that we do not allow dogs on site for health and safety reasons. 

No Smoking or vaping In accordance with the Local Authority policy, the school site is a non-smoking area.

Parents, please inform other family members, who collect the children from school, of the above notices.

Thank you.

Headlice

Information regarding headlice is published in each newsletter at the beginning of every term, in line with the advice issued by the Gloucestershire Health Protection Unit. It is the parents' responsibility to check hair at least once a week and to treat if necessary. The Local Authority information advice, is as follows:

- An attempt should be made to remove the headlice by repeated combing of wet hair using a plastic head louse detector comb. Combs are available from pharmacies.
- If this fails to clean the headlice infestation, parents should contact the Health Centre (0300 4218855) for a recommended lotion or further advice can be obtained from the school nurse team on the same number.

It is most important that:

- you check your child(ren)'s hair on a regular basis and follow this advice
- we encourage long, loose hair to be tied back to reduce the risk of headlice.

Coalway Kids' Club: After School/Breakfast Club

Please contact Coalway Kids Club direct, with any enquiries regarding before or after school care. Their rates are listed below. For the information of our new parents, this is the building on the right hand side as you come through the school gates. Phone: 01594 839103 or email: coalwaykidsclub22@gmail.com

7.30 – 8.45 a.m. £7.70

8.00 – 8.45 a.m. £5.00

3.15 - 4.00 p.m. £4.95

3.15 - 4.30 p.m. £6.20

3.15 – 5.30 p.m. £8.60

A £2.50 cancellation fee per session per child.

If you have any queries or would like to book a session, please contact Mrs. April Gordon on 839103. Pre and after school care are also available from Greenwoods Nursery.

Greenwoods Nursery rates are listed below:

7.30 am drop off £10 pick up 4.00 pm £7

8.00 am drop off £7 pick up 4.30 pm £9

8.30 am drop off £6 pick up 5.00 pm £10

 pick up 5.30 pm £12

Greenwoods also offer care during holiday times.

Dates for this term...



Harvest Festival

We shall be holding our Harvest Festival on **Monday 21st October at 2.40 p.m.** to which all parents are invited. The children will be asked to bring in contributions of tinned / packets on the morning of Monday 21st October. The food collected will be donated to the Forest Food Bank.

Parents' Consultations

We will be holding parents' consultations on **Wednesday 16th October**. This will give you an opportunity to meet your child's class teacher and find out how they have settled into their new class. Please do not bring your child to the meeting. Details of booking arrangements to follow.

Flu vaccination

The School Nurse team will be in school on **Wednesday 9th October** to undertake the nasal flu vaccination programme being offered to Gloucestershire schools. In order for your child to receive the immunisation, parents will have received, via Parentmail, how to register your child for the vaccination. If the consent form is not completed, your child will not receive the vaccine.

School Photographs

DSP Photography are visiting school on **Thursday 10th October** to take individual school photographs and siblings.

Term 1 ends 3.15pm Wednesday 23rd October

Term 2 starts Monday 4th November

Pastoral Support at Coalway Community Infant School



Hello, my name is Lisa and I am Coalway Community Infant School's Pastoral Support and ELSA (Emotional Literacy Support Assistant).

My role in school is to support children and their families in times of need.

I am able to offer support and advice to parents, grandparents and carers and also signpost and refer to other agencies for specialist support. We work with a range of other agencies and charities to provide support for our families.

I can offer individual or group work with children in school covering a range of topics such as self-esteem, anger management, bereavement, parental separation or individual worries.

Every Wednesday morning, I run a weekly coffee morning for parents/carers alongside the Family Support Workers from the Junior School. It is held at Coalway Kids Club from 9-10am with a warm welcoming atmosphere and a chance to meet and talk to other parents and carers in a friendly, informal setting. If you would like to join us, please do! You are most welcome.

As a school we work closely with the Forest Food Bank and can supply vouchers to any family in need of a little extra help.



How to get in touch

If you feel I can be of some support to you and your family, please contact the School Office or your child's Class Teacher and let them know you would like me to contact you.

After talking your situation through, together we will draw up a plan which will address your needs.

I look forward to hearing from you if I can be of any help at any point during your child's time at our school.

Lisa Mudway
Pastoral Support

Tel: 01594 833457

Hours of work: Monday-Thursday 8.30 a.m. – 4.00 p.m.

