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Head Teacher: Mrs Hayley Alliston

NEWSLETTER - SEPTEMBER 2022

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 in to their new classes. They have made a great start to the term and we are looking forward to an exciting school year ahead!

Just to let our new parents know, we publish a termly newsletter like this on the first Friday of every term, so please look out for it via your ParentMail emails. Newsletters are also posted on the school's website. We do also 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's website www.coalway-inf.gloucs.sch.uk – letters and updates are regularly uploaded to the site 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 to give parents, especially our new parents.

New Classes



As mentioned above, the children have made a fantastic start to the new school year. They are thoroughly enjoying being back together again, getting to know their new teachers and exploring their new learning environments. Our focus over the initial few weeks is on ensuring they are happy and settling in to their new classrooms and the school routine.

The classes this year are as follows:

Class 1	-	Mrs. Burke
Class 2	-	Miss. Roberts
Class 3	-	Mrs. Goodland
Class 4	-	Mrs. Arnold
Class 5	-	Mrs. Grindle
Class 6	-	Mr. Hook
Head Teacher	-	Mrs. Alliston
Deputy Headteacher	-	Mrs. Burke
Special Needs		
Co-ordinator	-	Miss. Roberts
Administrators	-	Mrs. Nash & Mrs. Edwards

In addition, Mrs Nicholls will be teaching in particular classes to provide non-contact time for teachers for various reasons. All of the teachers receive time out of class for planning, preparation and assessment purposes each week, so she will soon become a very familiar figure to our new parents.

For the information of our new families, Mrs Nash works in the School Office Monday - Thursday each week, with Mrs Edwards working Tuesday - Friday.



Family Support Worker Miss Lisa Mudway also works in school as our Family Support Worker, 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. Parents will find a flyer attached explaining her role.

New members of staff

We are delighted to welcome new members of staff to school this September – Mrs Goodland joins us as Class 3 teacher.

Mrs Hayley Alliston is delighted to have taken up her post as Head Teacher from September.



Class Topic Plans

Parents' class topic planners have been sent home today (and will be added to the Class page of the website), to give parents an outline of the work which their child will be covering in class this term. We hope that you will find this informative and helpful. Please also note that each term this topic planner includes a section explaining how parents will be able to further support their children's learning at home.

Our class topics this term are as follows:

Classes 1 and 2	All about Me!
Classes 3 and 4	Super Duper You and Marvellous Me!
Classes 5 and 6	Explorers in the Great Outdoors

The staff would be delighted to hear from any parents who have artefacts or expertise relating to their child's topic which would further support the children's learning.

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. Please look out for the letter in your child's book bag for full details. We hope that you will enjoy reading at home with your child and collecting all of our special badges again this year and thank you in advance for your continued support.

We will be sending reading books home this year, instead of using Bug Club. 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 stamped the maximum amount of times your child will then receive a smiley face enamel badge which they can wear with pride on their school sweatshirt. These are coloured faces this year! We hope they will be able to collect them all, feel proud of this achievement and gain confidence in their reading abilities.

Purple Mash

Parents in Classes 1 & 2 will be sent their individual log-in details for our online learning space, 'Purple Mash' shortly. (Children in Classes 3-6 should continue to use their log-ins from last academic year). This is an award winning, creative online learning space which the school has purchased for every child in school to access at home. We hope that you and your child will enjoy it! Please do not hesitate to contact your child's class teacher if you require any further help or information in using the site.



PE Days

The children's PE days are as follows:

Classes 1 and 2:	Monday & Friday
Class 3:	Monday & Thursday
Class 4:	Wednesday & Thursday
Class 5:	Tuesday & Thursday
Class 6:	Tuesday & Friday



If possible we would encourage the children to wear a white T-shirt and black or blue shorts.

Educational Visits

Next week parents will receive a consent form via ParentMail for local educational visits for this academic year. We would be grateful if you could submit this as soon as possible.

Parents in Classes 1 and 2 will also receive a Digital Video Images Consent form and a Pupil Acceptable Use Policy via Parent Mail which we would appreciate parents returning as soon as possible. Thank you.



Morning Routine and Attendance

It is important that your child arrives promptly every day and that they use the correct entrance door. Children should wait outside classrooms with their parents until 8.50 a.m. when the teachers will open the doors to meet them. Classroom doors/outside area entrance gates will be locked at 9.00 a.m. prompt, when all registers will be taken.

Any parent who is later than the 9.00 a.m. start will be required to use the main entrance door and register their lateness with a reason at the School Office. The local authority will be informed of all lateness and monitor regularity of lateness alongside the school.

If your child is unwell and cannot attend school please could you inform the School Office as early as possible (preferably by 9.30 a.m.) on the first day of absence - telephone number as listed above. As part of our attendance procedures Mrs. Nash or Mrs. Edwards may contact you via telephone or via ParentMail if we are unsure of a reason for absence.

Please note that we check attendances carefully and will be rewarding excellent attendance each term. Referrals may be made for persistent absence or lateness (the Government's persistent absence indicator being attendance below 90%), with parents possibly receiving a fine as a result.

Sickness/Diarrhoea

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

Term Dates



A list of term dates for the year is attached and also available on the school website. [Click here for Term Dates](#) The In-Service days that we have allocated for this year are also included.

Holiday Absence Regulations

Department for Education legislation states that Head Teachers may not grant any leave of absence for holiday during term time unless there are exceptional circumstances. Parents will find full guidelines in our policy on the school's website, or alternatively may ask for a copy from the School Office.

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 staff to administer the necessary medicine through agreement with Mrs Alliston. For legal 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.

Medical forms (e.g. for asthmatic children) are available on the school website and should be completed and sent to the School Office. (For legal and safety reasons, parents are required to complete and sign this short agreement form).



School dinners

All children within 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 will be served in our dinner hall for Classes 3-6 or in the classrooms for Classes 1 and 2 this term. Children may bring a packed lunch from home if they would prefer. Please may we remind you not to send chocolate or sweets in your child's lunch box.

The children choose which meal they would like from the menu each morning, with their teachers, which we then order from the kitchens for that lunchtime. Parents have received this term's dinner menu via ParentMail, which is also available on the school's website - this runs for terms 1 and 2.

All parents of our 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 5. 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 already, please visit the Cool Milk website directly- www.coolmilk.com

Snack time

The children receive a healthy snack every morning at playtime, provided through our involvement in the Schools Fruit and Vegetable Scheme – for example an apple, pear, carrots, satsuma, banana, sugar snap peas, pineapple slices. Should parents wish to provide their own snack for their child to eat, we would stress that this should be a similarly healthy option 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 the next day. If parents want to replace their child's water bottle, we can send water bottles directly to classrooms if parents ask us in advance and send the money into class in a sealed envelope, price £1.20.

N.B. Please note, your child's water bottle should only be filled with water and may we remind you that only plastic water bottles are acceptable with an anti-spill top and not a glass bottle.



Uniform Sales

School sweatshirts and other items are available for sale from Mrs. Nash or Mrs. Edwards in the School Office. Current prices are as follows:

Waterproof Fleece £20.55 Sweatshirt £9.25..... Cardigans £10.25..... Book Bag £3.75.....
Dap Bag £2.80.....Cap £2.00 ...Water bottle £1.20 ... Water bottle caps £0.30

We also keep a stock of good quality 'nearly new' uniform in school, with items available for up to 50p. Please contact the School Office for further information if interested.

Free School Uniform

From this September we are able to offer any child eligible for Free School Meals a school jumper or cardigan free of charge. This offer may be redeemed at any time during the academic year, September 2022 – July 2023. The school will be informed by GCC of children's eligibility once parents have applied (see eligibility criteria below).

FSM eligibility

Your child might be eligible for free school meals if you receive any of the following:

- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- support under Part VI of the Immigration and Asylum Act 1999
- the guaranteed element of Pension Credit
- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit - your household income must be less than £7,400 a year (after tax and not including any benefits you get)

Children who get paid these benefits directly, instead of through a parent or guardian, can also get free school meals.

If you think your child may be eligible please apply through this link

<https://www.gloucestershire.gov.uk/education-and-learning/school-transport-and-free-school-meals/apply-for-free-school-meals/>

Name Labelling Plea! Could we ask you to ensure that any item belonging to your child is clearly named. This includes all clothing, coats, school bags, sandwich boxes and drink bottles. This will help you with lost property.



Harvest Festival

We shall be holding our Harvest Festival on Thursday 13th October at 2.15 p.m. to which all parents are invited. Due to Health and Safety and space in the hall we will need to limit to a maximum of 2 people per family attending. The children may bring in contributions of non-perishable produce i.e. tins/packages on Thursday morning and take it in to class on their arrival. These will then be donated to our local Foodbank.

Governor Vacancy

We currently have a vacancy for a parent governor. Please see letter attached for further details and a nomination form.

PTA

We would like to set up another Parent Teacher Association, If you are interested in becoming a PTA member please come to the school office and let us know.

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. 8.40 a.m. and 2.50 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 or drop their children off in the school gateway. 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. Staff cars may also be arriving/leaving site at these times.

To further ensure the children's safety, a Road Traffic Warden is on duty from 8.30 a.m. – 9.10 a.m. and 2.45p.m. – 3.30 p.m. daily – either Mrs. Moore or Mrs Edmonds. Please could you ensure that the children cross the road with our 'lollipop ladies' - it is essential for everyone to use the same place to cross for safety.



Children coming in to 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 In accordance with the Local Authority policy the school site is a non-smoking area.



Please could parents inform other family members who collect the children from school of the above notices.

Thank you.

Headlice

Information on Head Lice is published in the newsletter at the beginning of every term in line with the advice issued by the Gloucestershire Health Protection Unit. It is each parents' responsibility to check hair at least once a week and to treat if necessary. Please find below Local Authority information which we advise parents to read carefully.

The advice, briefly, is as follows:-

- An attempt should be made to remove the head lice by repeated combing of wet hair using a plastic head louse detector comb. Combs are available from pharmacies. Plastic head louse detector combs must be used.
- If this fails to clean the headlice infestations, 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
- long, loose hair should be tied back to reduce the risk.

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 – 9.00 a.m.	£6.85 including breakfast
8.00 - 9.00 a.m.	£4.35
3.00 - 4.00 p.m.	£4.30
3.00 - 4.30 p.m.	£5.45
3.00 – 5.30 p.m.	£7.75

If you have any queries or would like to book a session, please contact Mrs. April Gordon on 839103.

Dates for this term...

Parents' Evening

We will be holding parents' evenings later this term to give parents an opportunity to meet their child's class teacher and find out how they have settled into their new class. Dates and details of booking arrangements to follow.

Flu vaccination

The School Nurse team will be in school on Monday 3rd October to undertake the nasal flu vaccination programme being offered to Gloucestershire schools this year. In order for your child to receive the immunisation, parents should complete the consent form sent home with your child. If the consent form is not returned your child will not be able to have the vaccine. Spare letters about the programme are available in the school entrance foyer.

School Photographs

We have made a provisional date for Academy Portraits to visit school to take individual school photographs on 13th October. Details will again be finalised as the term progresses.

Term 1 ends 3.00pm Wednesday 20th October

Term 2 starts Monday 1st November

Family Support at Coalway Community Infant School



Hello, my name is Lisa and I am Coalway Community Infant School's Family Support Worker 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 Junior School 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

Family Support Worker

Tel: 01594 833457

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





TERM DATES 2022-23

TERM 1 – 2022

In-Service	-	Monday 5th September
School Begins	-	Tuesday 6 th September (Classes 3-6) Wednesday 7 th September (Classes 1 and 2)
School Ends	-	Wednesday 19 th October
In-Service	-	Thursday 20th October Friday 21st October

TERM 2 – 2022

In-Service	-	Monday 31st October
School Begins	-	Tuesday 1 st November
School Ends	-	Friday 16 th December

TERM 3 – 2023

In-Service	-	Tuesday 3rd January
School Begins	-	Wednesday 4 th January
School Ends	-	Friday 17 th February

TERM 4 – 2023

School Begins	-	Monday 27 th February
School Ends	-	Friday 31 st March

TERM 5 – 2023

School Begins	-	Monday 17 th April
Bank Holiday	-	Monday 1 st May
School Ends	-	Friday 26 th May

TERM 6 – 2023

School Begins	-	Monday 5 th June
School Ends	-	Tuesday 25 th July

COALWAY COMMUNITY INFANT SCHOOL

Parent Governor Vacancy

9th September 2022

Dear Parent(s)/Guardian(s)

We have a vacancy for a parent governor which we need to fill as soon as possible. Coalway Community Infant School has always aimed for a partnership with parents, which undoubtedly brings great benefits to the children. One of the most significant ways you can help in promoting this aim is to volunteer to be a parent governor. The governing body's main tasks are to support the school, ensure that pupils receive high quality education and plan for future development and improvement.

Parent governors are welcomed as valued members of the team and play a vital role in ensuring the governing body is aware of the views of parents and the local community.

We feel sure that there are parents prepared to take on this important role and give their time and commitment to helping us to continue to improve the school's performance.

If you are interested in becoming a governor, contact the school office with your nomination, which will need to be with the school by 12.00 noon on Tuesday 20th September 2022.

You might like to look at the information for prospective governors on the Gloucestershire County Council website www.gloucestershire.gov.uk/governors. Please note that for the protection of children all governor appointments are subject to a vetting process and identity check.

If there are more nominations than vacancies, an election will be held.

Yours sincerely

Mrs Hayley Alliston
Head Teacher

COALWAY COMMUNITY INFANT SCHOOL
Election of Parent Governor

Nomination Form

Name:

Address:

The above-named has a child at the school, is willing to serve if elected and is hereby nominated to stand for election.

Nominated by*: (Signature, name in capitals and address)

Signature of nominee:

Biographical details for inclusion in ballot paper (maximum 30 words):

N.B. Completed nomination must be returned to the school by 12 noon Tuesday 20th September 2022.

Summary of Disqualification Regulations

A governor must be aged 18 or over at the time of his or her election or appointment and cannot be a registered pupil at the school. A person cannot hold more than one governorship at the same school. A person is disqualified from holding or from continuing to hold office as a governor or associate member if he or she:

- fails to attend the governing body meetings - without the consent of the governing body - for a continuous period of six months, beginning with the date of the first meeting missed (not applicable to ex officio governors);
- is the subject of a bankruptcy restrictions order, an interim bankruptcy restrictions order, a debt relief restrictions order, or an interim debt relief restrictions order;
- has had his or her estate sequestered and the sequestration has not been discharged, annulled or reduced;
- is subject to:
 - i) a disqualification order or disqualification undertaking under the Company Directors Disqualification Act 1986;
 - ii) a disqualification order under the Company Directors Disqualification (Northern Ireland) Order 2002;
 - iii) a disqualification undertaking accepted under the Company Directors Disqualification (Northern Ireland) Order 2002;
 - iv) an order made under Section 429(2)(b) of the Insolvency Act 1986 (failure to pay under a County Court administration order);
- has been removed from the office of trustee for a charity by an order made by the Charity Commission or Commissioners or High Court on the grounds of any misconduct or mismanagement in the administration of the charity, or under Section 34 of the Charities and Trustee Investment (Scotland) Act 2005 from being concerned in the management or control of any body;
- has been removed from office as an elected governor within the last five years;
- is included in the list of people considered by the Secretary of State as unsuitable to work with children or young people;
- is barred from any regulated activity relating to children;
- is subject to a direction of the Secretary of State under section 142 of the Education Act 2002 or section 128 of the Education and Skills Act 2008;
- is disqualified from working with children or from registering for child-minding or providing day-care;
- is disqualified from being an independent school proprietor, teacher or employee by the Secretary of State;
- has been sentenced to three months or more in prison (without the option of a fine) in the five years before becoming a governor or since becoming a governor;
- has received a prison sentence of two and a half years or more in the 20 years before becoming a governor;
- has at any time received a prison sentence of five years or more;
- has been convicted and fined for causing a nuisance or disturbance on school or educational premises during the five years prior to or since appointment or election as a governor;
- refuses a request by the clerk to make an application to the Disclosure and Barring Service for a criminal records certificate.

A person is disqualified from election or appointment as a parent governor if they are an elected member of the LA or if they work at the school for more than 500 hours in any school year.

Full details of the Regulations covering the disqualification criteria can be found in [The School Governance \(Constitution\) \(England\) Regulations 2012](#).