



4th September 2019

Dear Parents/Carers,

Welcome back to the start to another exciting year at Perry Hall! I hope you and your children have all had a wonderful summer break and are refreshed and ready for the new academic year. The children have started the year by focusing on their aspirations for this year - we will be displaying some of these in the entrance to the school over the next couple of weeks.

Please find below some **important information**, which we hope you will find useful.

Building Projects

We have had building work taking place over the summer holidays to update the heating throughout the Reception classes and Key Stage One. We have also had a new ramp built in the KS2 playground leading into school and a new disabled toilet located in Key Stage Two.

In addition to this, we have been fortunate enough to secure some Lottery Funding to support us with the Perry Hall Reading Bus project; work will start on the bus later this term.

School Meals and Milk

The cost of a school lunch is £2.60 per day, which should be paid weekly, via ParentPay. Any outstanding balances may mean your child will not be able to have a school lunch. If you think your child may be entitled to free school meals, then please contact the school office or Wolverhampton City Council for further details. Although all KS1 children are now entitled to free school meals, it is important that you continue to claim for free school meals if you are eligible.

Deadline for the £13 payment of milk on Parentpay is Friday 6th September. Milk is free for all pupils under 5 and those that have claimed for free school meals.

Absences

Please ensure that if your child is absent from school you call the office to inform us of the reason for absence **BEFORE** 9.00 a.m. If we have not been informed of an absence, a home visit may take place and the Education Welfare Officer will be informed.

Breakfast and After School Club

Please note: Bookings for Breakfast Club and After School Club can only be taken if all balances are cleared and payments are made in advance for each week. For more information about Breakfast and After School Club, please call the school office.

School Uniform

Please ensure that all items of uniform are clearly marked with your child's name. If for any reason your child is not wearing the correct uniform, please inform the class teacher of the reason why. All items of uniform are available from Kids Corner, in Showell Circus, Low Hill. We also now have 'Kids Corner' order forms in the school office for parents who would prefer to collect uniform from school. Payment needs to be made at the time of ordering.

To help prevent accidents, please ensure that your children do not wear shoes that have high or deep heels, or that are open backed. Shoes should be flat bottomed to help to ensure your child's safety around school. Earrings should be restricted to one per ear and should be studs only. All earrings must be removed for PE lessons.



Physical Education is an important part of your child's life and the curriculum and it is vital that your child brings the appropriate kit for each of their planned sessions. There is a substantial amount of research information continually being presented by the government and the media stressing the importance of exercise and healthy lifestyles. Obviously PE addresses both of these issues. Therefore, we hope for your support with this matter. If your child forgets their kit or is not in the correct kit, then they will be provided with spare kit to wear for their PE lesson and a letter will be sent home to inform you.

To confirm- our school PE kit includes:

- White T-shirt
- Black Shorts
- Grey, black or blue tracksuit bottoms
- Grey, black or blue sweatshirt
- Trainers (outdoor PE) and black pumps (indoor PE)

Entering and Leaving School

At the beginning of the day:- Members of the Senior Leadership Team and other members of staff will be at the gate from 8.35am to supervise children entering school. Children in Years 1 to Year 6 are to enter school via the school gates. These gates will be locked at 8.45am. Any children arriving after 8.45am will need to report to the main school office and will be marked on the late register. Parents need to sign in their child/ren.

Reception children should be brought to the doors next to the Nursery entrance. These doors will open at 8.40 and be locked at 8.50am. Any Reception children arriving after 8.50am will need to report to the main school office and will be marked on the late register. Parents need to sign in their child/ren.

At the end of the day:- The school gate (where Year 1-6 children are dropped off in the morning) will be opened at 3.05pm. This will allow parents to come onto the playground and collect their children from their classroom doors.

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| Year 6 | Fire exit door onto the playground between the Year 6 classrooms |
| Year 5 | Fire exit door onto the playground between the Year 5 classrooms |
| Year 4 | Fire exit door onto the playground near Year 3 exit |
| Year 3 | Fire exit door onto playground opposite the Year 3 classrooms |
| Year 2 | Fire exit door onto playground by the Year 2 classrooms |
| Year 1 | Fire exit door onto playground opposite the Year 1 classrooms |
| Reception | Fire exit door onto playground from the infant hall |

Please remember that school finishes at 3.15pm Monday to Thursday and 1.15pm on a Friday. Please ensure that you collect your child on time, as staffing is limited at this time due to meetings and afterschool clubs. Parents of any children not collected by 3.25pm will be contacted and if they have still not been collected by 3.30 this will be logged as a late collection. If late collections continue this will result in a formal meeting with the Headteacher and the Educational Welfare Officer.

Friday Afternoons

Please remember that school finishes at 1.15pm on a Friday. If both parents/carers are working, the school will provide childcare from 1.15pm till 3.15pm. To have a place in our Friday afternoon childcare session **both parents/carers must provide evidence of working on a Friday pm, before the child care is provided. For single parent families, the main carer must provide this evidence.**



Important

- Please do not walk/carry your dog onto school premises. **Dogs/puppies are not allowed on site.**
- School has a **No Smoking Policy**, so please do not smoke on the school grounds. This includes electronic cigarettes.
- Due to health and safety reasons your children will **no longer be allowed to leave their bikes or scooters on the premises during the day.**
- If you are bringing a **bike or scooter** at the end of the day, for them to ride home, **please ensure that they are carried at all times until you leave the school premises.** If you or your child is found riding their bike/scooter on the school grounds you will be asked to stop and walk alongside it.
- **No balls, including footballs, are allowed from home.**
- **No toys, games or collector's cards are allowed in school** as they cause a lot of upset and anger when they go missing or are broken.
- As school will be providing all stationary that will be required to be used within school, this year **no pencil cases containing extra stationary will be allowed in school.**

Attendance

Education law requires as follows; Parent/Carer's have a duty to ensure their child/children's regular attendance at school and failure to do so is an offence under section 444(1) of the Education Act 1996. Good attendance leads to good progress.

Should you however choose to take leave of absence during term the school attendance policy makes it clear that this absence will not be authorised and school has a duty to inform the Education Welfare Service who may issue a Penalty Notice.

A Penalty Notice of £60 could be imposed per child and per parent. If this is not paid within 21 days of receipt of the notice, the cost rises to £120 which must be paid between 21 and 28 days of receipt of the notice.

If the notice has not been paid in full by 28 days of receipt, the council must either prosecute for the offence or withdraw the notice.

If your child is ill, please ensure that you call school before 8.45am on the first day of their absence.

Our aim is to ensure 100% attendance to enable pupils to have every opportunity to make outstanding progress. Any attendance falling below 96% will be investigated by the Educational Welfare Officer. Pupils arriving after 8.45am or leaving after 3.15pm are also classed as late and will also be investigated by the Welfare officer.



Good to be Green- Behaviour Reward System

We are continuing to use our Good to be Green reward system this year. The system consists of many rewards for children that consistently display positive attitudes to school life along with fair consequences for those who do not meet our high expectations on occasion. Our non negotiables highlight behaviours that are not tolerated within our school's expectations. Children are able to move up and down the triangles throughout the course of the day, then at 3pm during our end of day 'Reflection Time' the final outcome of where a child has ended up on the triangles will be recorded.

Please have a look at the triangles and information displayed below and ask your child to talk you through each of the stages.



PLATINUM CARD

You will receive a **PLATINUM CARD** for showing outstanding behaviours.

PLATINUM AWARD

If you receive a platinum card, you will:

- 1) visit a senior leader
- 2) receive a note home to show your grown-ups how amazing you have been
- 3) achieve a special prize.

RED TRIANGLE

Warning Card

If you end your day on a 'Yellow Card' you will miss the next morning's break time.

If you end your day on a 'Red Card' you will:

- 1) speak with a senior leader at the end of the day
- 2) take a note home to inform your grown-ups
- 3) miss the next morning's break time to complete a reflection sheet and 15 minutes of your 'Good to be Green' time for each red card received during the week.

Consequence Card

If you receive 2 or more red cards during one week, you will be put onto a behaviour report.

NON NEGOTIABLES

You will automatically receive a **PURPLE CARD** for:

- Deliberate physical contact (including retaliation)
- Disrespecting any adult in school
- Swearing
- Racism
- Stealing.

If you receive a purple card you will:

- 1) speak with a senior leader immediately
- 2) have your parents called into school
- 3) miss all of your 'Good to be Green' time
- 4) be issued with a behaviour report.



IT'S GOOD TO BE GREEN

If you end your day on a 'Gold Card' you will receive a sticker on your bookmark.

When you have collected all of the stickers on the front of your bookmark you will receive:

- a certificate
- a dip in the prize box

When you have collected all of the stickers on the back of your bookmark you will receive:

- a dip in the prize box
- an invite for your grown-ups to join us in a celebration assembly
- a certificate and a badge.

Raffle tickets are on offer at all times for showing a good attitude and lots of effort. Each class will have a raffle ticket pot and the winner each week will receive a dip in the prize box.

IF YOU ARE ALWAYS 'GREEN'
At the end of each half term, if you have managed to stay 'green' since the start of the year you will receive a 'treat afternoon'.

Rewards are as follows:

If a child ends their day on a 'Platinum Card' they will receive:

- 1) a visit to a senior leader
- 2) a prize from SLT
- 3) a note home to show you how amazing they have been!

If a child ends their day on a 'Gold Card' they will receive:

- 1) a sticker on their bookmark

When your child has collected all of their stickers on the front of their bookmark they will receive:

- a certificate
- a dip in the prize box.

When they have collected all of the stickers on the back of their bookmark they will receive:

- a dip in the prize box
- an invite for you to join us in a celebration assembly
- a certificate and a badge to wear on their uniform.

Raffle tickets are on offer at all times for children showing a good attitude and lots of effort. Each class will have a raffle ticket pot and the winner picked out each week will receive a dip in the prize box.

IF YOUR CHILD IS ALWAYS 'GREEN'

At the end of each half term, if your child has managed to stay 'green' since the start of the term you will receive a 'treat afternoon'.

Consequences are as follows:

If your child ends their day on a 'Yellow Card' they will miss 10 minutes of their 'Good to be Green' time.

If your child ends their day on a 'Red Card' they will:

- 1) speak with a senior leader at the end of the day
- 2) take a note home to inform you (staff will also speak with you at the end of the day)
- 3) miss 20 minutes of their 'Good to be Green' time.

If your child receives a purple card they will:

- 1) speak with a senior leader immediately
- 2) you will be called into school
- 3) miss all of their 'Good to be Green' time
- 4) be issued with a behaviour report.

We continue to strive to ensure that all aspects of positive behaviour are rewarded and any inappropriate behaviour is supported and resolved, through a collective whole school approach. If you have any queries about our updates Good to be Green scheme then please do come and speak to us.

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Executive Headteacher
Miss R Kohli

Chief Executive Officer
Mrs A Cheema (OBE)

National Teaching School
designated by



**National College for
Teaching & Leadership**

Transition

Year 6 will be holding a 'Transition to Secondary School' meeting this half term, date to be confirmed once the local secondary schools have confirmed their attendance. Please look out for texts about open days.

Upcoming dates

All dates can be found on the school website calendar and on our weekly newsletter. We are aware that letters are handed out at school, however do not always reach home. We are therefore no longer sending paper copies of newsletters home, the newsletter will come to your phone via a text message with a link. If you would rather have a paper copy you can pick one up from the main office at the end of the day every Friday. If you would like to see any letters that have been given out, please check the school website or then collect a spare letter from the school office.

School Photographer

The photographer will be in school on **Wednesday 16th October 2019**. More details will follow shortly.

We always encourage parents and carers to come to school to talk through their concerns so we can support your child in feeling happy and safe. We suggest that all initial concerns are shared with your child's class teacher and if not resolved then please make an appointment with your child's phase leader.

We are here to support and work in partnership with you to ensure that our children are given the best foundations for lifelong learning.

Yours sincerely

Miss R Kohli
Executive Headteacher

