



# ASHTREE PRIMARY SCHOOL AND NURSERY



**WEBSITE:** [www.ashtree.herts.sch.uk](http://www.ashtree.herts.sch.uk)  
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**6 September 2019**

## NEWSLETTER 1

Dear Parent/Carer,

Welcome back to the Autumn Term and I hope that you have all had a wonderful summer holiday. I would like to extend a warm welcome to all our new families and I hope that you will all have a long and happy association with the school. Classes have settled well and have started to meet the high expectations that we continue to set for them. I would like to thank all parents/carers for working so hard to make sure that the children look so smart in their fresh uniforms. We are particularly impressed with the Reception and Nursery children who have come in so beautifully.

### Nursery Admissions

Applying for a school Nursery place for 2019-2020 (For children born between 1 September 2015 and 31 August 2016).

Admissions for Nursery are now dealt with by the school.

For all enquiries relating to children being admitted into our Nursery, please contact the school office 01438 351090.

Our Admissions Application Form for children starting Nursery in September 2019 can be downloaded from our website.

Our Nursery Admissions Policy is also on our website.

Applications for Nursery are now open – offers are made on a first come, first served basis. We offer 30 hours' provision in Nursery as well as 15 hours. **We only have 4 places (afternoons) remaining for September 2019.**

### Reception Places – September 2019

We have a few spaces available for Reception 2019 starters. Please let family or friends know and they can contact the school office on 01438 351090 or [admin@ashtree.herts.sch.uk](mailto:admin@ashtree.herts.sch.uk) if they are interested.

### Uniform

Thank you for ensuring that your children have the correct uniform. If you want our bottle green sweatshirts carrying the school crest, and white polo shirts with 'Ashtree School' embroidered on them, these may be purchased from the school, between **2.45pm and 3.00pm on Thursdays only starting from next week**. This helps us ensure that we have a strong identity as a school and do look very smart. **As already mentioned in previous newsletters, jumpers/sweatshirts or cardigans are bottle green and not black or grey.**

Trousers and skirts can be grey or black. Please ensure that children's uniform is labelled with their name. Jewellery, apart from watches or Medic Alerts should not be worn, **but in the case of earrings, studs are permitted (no bling please)**. Children may wear only one pair of earrings, and these should be removed, or taped over by the child for PE sessions (we provide micropore tape). I would like your support in ensuring that children with shoulder length or longer hair, come to school with their hair up (ponytail, bunches, plaits) any pupil conscious about putting their hair up can put a bandana over the ponytail, bunch or plait. This would help to reduce the spread of head lice around the school, and would meet the Health and Safety requirements of lessons, such as PE, Technology etc. (A plain or school coloured 'scrunchie' would look very smart – I have asked for no more Jo-bows or unicorn headbands).

A number of you are now purchasing our lovely Jackets and Fleeces. These need to be ordered as we are unable to keep a large stock due to lack of space! **May I remind you that these items are outdoor wear.** Please ensure that your child has a pair of indoor shoes as this will help to keep our school cleaner for longer. Pupils should wear sensible footwear to school, high heels are not appropriate for playtimes. **Please see our Dress Code which can be found under the Policy section on our Website – [www.ashtree.herts.sch.uk](http://www.ashtree.herts.sch.uk)** **The uniform order form and prices can also be found on our website.**

I would like to encourage children across the whole school, to take care of the reading books that they bring home. Pupils need to have either a smart bottle green book bag that can be purchased from the office, or a zip type wallet that can be put within a schoolbag. Books should not just be put in with bags containing PE kit, shoes etc. as they will become damaged very quickly.

## PE Kit

Thank you to everyone for making sure that your child has the correct kit of white t-shirt and green shorts. PE is equally as important in the curriculum as other subjects and we expect pupils to participate. With Autumn approaching and pupils doing their games sessions outside, please ensure that an old pair of tracksuit bottoms and top, along with an old pair of trainers, are sent in to school with children. As our field gets wetter, pupils could get muddy during these sessions.

## Friends of Ashtree AGM

Our Parent/Teacher Association is called 'The Friends of Ashtree' and all parents of the school are automatically part of this group. The group is headed up by a committee of elected volunteers. The next AGM is on Tuesday 24 September at 7.30pm at Hooks Cross – The Three Horseshoes. It would be lovely to see as many parents attended this meeting as possible. Even if you can only give a few hours to support one of the events that the FOA put on, this would be very welcomed.

## Kingswood 2020

Just a reminder, please can you return your Kingswood slip if you would like your child to go to the Kingswood Activity Centre on the Isle of Wight.



## Dinner Money – Autumn Term – KS2

Dinner money for this term will be:

£2.60 per day - £13.00 per week - 1<sup>st</sup> half term = £96.20 - 2<sup>nd</sup> half term = £91.00

This should be paid in advance and can be sent in weekly, monthly or half-termly. Reception, Year 1 and 2 will receive the universal free school meal offer.

Dinner money is only banked on a Monday (or the first day back), therefore it should only be sent in to school the first day of the week in an envelope marked with the name of your child and their class. We are no longer able to build up any dinner money debt due to Government changes. Any debt is taken out of the school budget, which has a detrimental effect on the education of our pupils. Please do not put us in the position of not paying for a meal but still expecting us to provide one. Thank you for your understanding.



## Free School Meals for Children in Year 3 or older



Your child could get a free school meal if you receive any of the following:

- **Income Support**
- **Income-based Jobseekers Allowance**
- **Income-related Employment and Support Allowance**
- **Support under Part VI of the Immigration and Asylum Act 1999**
- **The guaranteed element of State Pension Credit**
- **Child Tax Credit** (as long as you're not also entitled to Working Tax Credit and you don't get more than **£16,190** a year)
- **Working Tax Credit run-on** (paid for 4 weeks after you stop qualifying for Working Tax Credit)
- **Universal Credit** (with annual earned income of no more than **£7,400** after tax and not including any benefits you get).

Apply today if you receive any of these benefits. It takes **5 Minutes** and in most cases we can tell you straightaway if your child can get free meals at school.

Have your National Insurance number or Home Office number to hand when you apply.

If your child is eligible for free school meals, they'll remain eligible until 2022, or until they finish their current phase of schooling (primary or secondary), if that's after 2022.

**If you are already registered for free school meals you will not need to reapply.**



## Packed Lunches

We have pupils in school who suffer from nut allergies, please ensure that you do not provide nut products for your child's packed lunch.

If you have a child with allergies there is a new process for obtaining a special menu. Please go to the link:

<https://specialmenu.hcl.co.uk> and follow the process



## Late Arrivals

Please ensure your children are in school on time. I will continue to take a tough line on pupils who arrive late, unless there are mitigating circumstances. **If a child arrives after 8.55am they must report to the school office using the main entrance.** Mrs Swain will be monitoring late arrivals and absence and will be phoning home as necessary as part of her role.



## Medication in School

Please ensure that any medication brought in for pupils at the start of this school year, is all in date and a new permission form is completed. These can be collected from the office. Thank you. Please remember to return in date Epi-pens to the school office for pupils who require them.

## Holidays in Term Time

Due to Government changes, holidays in term time can no longer be authorised. Leave of Absence can be requested using a form from the office but I am only able to sanction up to 5 days in any school year for Leave of Absence in exceptional circumstances.



## Sickness absence

Genuine absence due to sickness, for example vomiting, diarrhoea, chickenpox etc. is authorised. For extended periods of sickness we require you to provide a copy of your GP's certificate or appointment slip. **You must inform the school on the first day of absence using Option 1 on the answerphone or Schoolcomms.**



## Parking

I would like to remind you that parent vehicles are not allowed on site unless in cases of emergency or through prior arrangement with the office due to medical reasons. Green passes are issued on these occasions, and a log of vehicle registrations is kept. If you have a green pass, please inform the office if your vehicle registration has changed, as we do carry out spot checks. I am sure you understand that the safety of your children is our prime concern. Please also be considerate to our neighbours and do not park across their driveways.

## Safety Reminders

**A reminder that this school does not allow dogs on site.** We are also a smoke and alcohol free zone. Please ensure that you observe these points. **Adults should not sit on the junior wall**, by the quiet area, or the Infant wall by the side of the Reception Classroom when collecting pupils. My office staff have also requested that children do not play on the disabled access ramp by the main entrance or throw stones at the windows! Please discourage your child from using the door buzzer as a game. Please do not allow your children to play on the playground equipment before or after school, including the area outside Class 4. Children and adults are not to ride their scooters or bicycles in the school grounds. Thank you for your support.

## Breakfast Club (7.55 – 8.55am)

We have a wonderful, vibrant breakfast club open to Ashtree pupils based in the Junior Dining Room during term times. Please contact Mrs Marlor on 07583615465 to book your sessions as we will have to turn you away at the door, without a booking, if the session is full. Mrs Marlor has asked that children arrive by 8.15am when breakfast is served.




## Summer Reading Challenge 2019 – Space Chase and Summer Writing Challenge



All pupils who can demonstrate that they completed the Library Summer Reading Challenge: Space Chase and my Summer Writing Challenge will have their names mentioned under pupil achievements in September newsletters from next week and be awarded a Head Teacher's Sticker. I am really looking forward to seeing how many children can be rewarded in this way. The closing date for the story / dairy writing is Friday 13 September.

Finally, Class teachers set holiday homework which the children should be bringing to their class teachers now. I am looking forward to working with you all this year, and building on the successes that the school enjoyed last year.

**Dinner Behaviour Awards**   
The winners for this week are Classes 4 & 13.

**Attendance Cup**   
The winners for this week are Rainbows & Class 10 with 100%.

 **Effort Cup**   
Congratulations to Maci from Year 1.

*E. Kirwan*

### Academic Year 2019/2020

#### Autumn Term 2019:

<b>Monday 2 September</b>	-	<b>INSET Day 1 - school closed to children</b>
<b>Tuesday 3 September</b>	-	<b>INSET Day 2 - school closed to children</b>
Wednesday 4 September	-	First day of term
<b>Friday 25 October</b>	-	<b>INSET Day 3 - school closed to children</b>
<b>Monday 28 October – Friday 1 November</b>	-	<b>Half Term</b>
Friday 20 December	-	Last day of term - <b>finish at 2.15pm</b>

#### Spring Term 2020:

Monday 6 January	-	First day of term
<b>Monday 17 February – Friday 21 February</b>	-	<b>Half Term</b>
<b>Monday 24 February</b>	-	<b>INSET Day 4 - school closed to children</b>
Friday 3 April	-	Last day of term - <b>finish at 2.15pm</b>
<b>Monday 6 April – Friday 17 April</b>	-	<b>Half Term</b>

#### Summer Term 2020:

Monday 20 April	-	First day of term
<b>Friday 8 May</b>	-	<b>BANK HOLIDAY</b>
<b>Monday 25 May – Friday 29 May</b>	-	<b>Half Term</b>
Friday 17 July	-	Last day of term - finish at 2.15pm
<b>Monday 20 July</b>	-	<b>INSET Day 5 - school closed to children</b>
<b>Tuesday 21 July</b>	-	<b>Occasional Day - school closed to children</b>

**KS1 – Y2 Testing window is the whole month of May 2020.**

**KS1 – Y1 Phonics is 8 – 19 June 2020.**

**KS2 – Y4 Multiplication Test is 8 – 26 June 2020.**

**KS2 – Y6 11 – 15 May 2020.**

**Please ensure you do not book any family holidays during test times as they will be unauthorised.**