

Fordham All Saints C. of E. Primary School

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PRIDE IN OUR LEARNING

Perseverance, Respect, Inspiration, Determination, Enjoyment

September 2020

Dear Parents,

Welcome back to the new academic year!

This is definitely one of the strangest returns to the school year, and one that is bringing new and different times for us all, but I am so pleased to be welcoming all our children back to school. Whilst classes may look different and arrangements around the school site are different, the team and feel around school is not. It is the same warm and welcoming Fordham it always has been – and I am delighted to be back and part of it. Everyone has worked so hard to create an interesting, exciting curriculum and get the classrooms ready for your children whilst following the numerous guidelines given to them.

Firstly, I would like to officially welcome our 17 new pupils in Class 1 and the new families that start your journey with us here at Fordham. We are very much looking forward to getting to know you all over the coming years and being part of your child's school journey.

Key messages for your child's return to school:

Many of these are reminders, following Mrs Sibley's letter at the end of the summer term.

Uniform: All children are expected to be in clean school uniform every day. On PE days, your child must arrive at school in their PE Kit.

Class 1 – Monday

Class 2 – ***Thursday**

Class 3 – Wednesday

Class 4 – ***Tuesday**

Class 5 – Friday

Stationery: Your child needs to bring a sensible sized pencil case with a pencil, rubber, ruler, glue stick and black pen (not biro) if they are in KS2. The pencil case needs to be wipe clean please, no soft material resources are to be in the classroom following government guidance.

Water bottles: All children must have a named bottle with water, no squash in bottles please. The water fountains in school are currently out of use, following our school risk assessment.

Lunches: All children will need to bring a packed lunch to school for the first two weeks, and a healthy snack for break time. Within the first full week back, you will receive communication about the reopening of the school kitchen.

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Staffing Changes

We are very pleased to welcome on board Mrs Victoria Cook as our new face in the office who will be there to care for your little ones and support you with the many tasks that the front office brings. Mrs Cook will be working in the mornings only, meaning our office will not be staffed in the afternoon. At this time, we are unable to allow parents onto the school site, so please be mindful of this with the use of the office too. Mrs Cook and Mrs Smith will be on the end of the phone and respond daily to emails sent to the admin@allsaints-fordham.essex.sch.uk which is the best method of direct communication.

We warmly welcome Mr Tuttlebee to Fordham, teaching Class 4. His class have 'met' him already via a whole class zoom before the summer holidays and I know they are in for an excellent year ahead.

Communication

With the current situation, and both myself and Mrs Sibley taking on new roles within school, it is more important than ever that communications are sent and received to the right places to ensure they are seen on our working days and dealt with by the appropriate person.

Mrs McMillan – Tuesday/Wednesday/Thursday/Friday

Mrs Sibley – Monday/ Wednesday/Thursday

At this time, we are unable to have any parents on the school site. If you require a meeting with a member of staff it should be arranged via the office, or through class dojo, and will be conducted over the telephone or zoom if more staff members are needed to be present.

Class teacher: Any issues related directly to the classroom, learning, behaviour or friendship issues should in the first instance be directed to the class teacher – they know your child best! We fully appreciate that for many children, especially those who have been away from school since March, returning to school may bring a range of issues and anxieties. Their class teacher will involve myself or other appropriate members of staff for further support where necessary. Please remember that there is no expectation for teachers to respond to dojo messages outside of working hours.

Head of School: Any issues regarding the day to day running of school or issues regarding your child that is beyond the classroom, please send a message to the admin@allsaints-fordham.essex.sch.uk email address. They will then be forwarded on to myself. Any issues that I feel need to be brought to the attention of Mrs Sibley, in her executive head role, I will communicate with her.

Executive Headteacher: If you have an issue regarding anything not related directly to the running of school or your child's learning, you can contact Mrs Sibley by emailing to the admin@allsaints-fordham.essex.sch.uk and it will be forwarded on to her appropriately on her working days. Please note Mrs Sibley is only now working in her executive head role 3 days a week, and is not contactable on a Tuesday or Friday.

I fully appreciate this is a period of change, and that Mrs Sibley has been so easily contactable and responsive to any issues brought to her attention, especially during the difficult times you all experienced. But I ask that you now respectfully follow the above guidance so things are dealt with by the right person at the right time.

It leaves me just to say enjoy the remaining days of the holiday and we are all very much looking forward to seeing all children back on Thursday 3rd September.

Best wishes,

Emily McMillan

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