

TRENT VALE



RYLANDS JUNIOR



Dear Parents and Carers

First of all a very big welcome to Trent Vale and Rylands Junior to all of our parents and carers whether you are new to the school or have been with us a while; I hope you had a good summer. We want both you and your children to enjoy your time with us at Trent Vale and Rylands Junior. As a staff we aim to be open and approachable so if you have any questions or concerns please, please ask. We are always happy to help. As a school we aim for every child to attain their full potential both academically and socially and working closely with you is vital to achieving this goal.

The first week has been very calm and enjoyable with all of the children quickly settling into the routine of the school day. The following are our school rules. We would appreciate it if you could support these rules at home with your children. They have been talked about in school and lots of the children can remember them.

Trent Vale Rules

- ⊕ We are kind and polite to everyone
- ⊕ We allow everyone to try their best
- ⊕ We do as we are asked, by the adults in school, first time
- ⊕ We keep our hands, feet and objects to ourselves
- ⊕ We take care of everything in school
- ⊕ We all help to keep our school tidy
- ⊕ We walk inside school at all times

The Rylands Way

- ⊕ Follow instructions with thought and care
- ⊕ Show good manners at all times
- ⊕ Care for everyone and everything

Behaviour Management

Attached to this letter is a copy of our procedure for managing inappropriate behaviour in school ('Traffic Lights' at Trent Vale and 'Time Out/Missed Playtime' at Rylands Junior). Alongside this we have a variety of ways to reward positive behaviour regularly. We know that managing the children's behaviour in a positive yet fair and firm manner in school is vital to their successful learning and we give the children lots of examples of 'green (good)' behaviour. This approach to managing behaviour along with clear bedtime routines and a healthy diet is also essential at home. If you have any questions or concerns please speak to your child's class teacher; there is support for parenting and we all recognise that it is the most difficult job anyone has to do.

Collaboration between Trent Vale Infant and Beeston Rylands Junior Schools and Staffing News

As you are all aware we have a formal collaboration agreement between the two schools. This is currently in place until 31st August 2020. However we are looking to making this arrangement more 'permanent' and we will be consulting with you very shortly about bringing the two schools closer together with one governing body. I continue to be Executive Headteacher of both schools and Mrs Barratt and Mrs Turner are Co-Heads of School at Trent Vale. Mrs Osborne is Head of School at Rylands Junior. There are regular times during the week when I am working at Trent Vale and others when I am working at Rylands Junior. If I am not on the site your child is at then Mrs Barratt, Mrs Turner or Mrs Osborne will be taking my place but it is not a long walk if you need to see me. All of us are available on the patio/playground before and after school to answer your questions and listen to your concerns. As a leadership team, but also as a whole staff team, we are constantly sharing relevant information about your children so please feel confident that whichever one of us you come to with a problem or difficulty we will all do our very best to support you - and I will always get to know!

Ensuring your child achieves their potential

At Trent Vale we want to ensure your child achieves their very best in all aspects of life. The following information will help you to support your child to do this.

Parent Information Meetings

These information meetings for parents and carers give you the opportunity to meet your child's new teacher, to find out about the routines and procedures in their new class and to **find out how you can help your child with their learning**. Please do try and attend as they help your child have a smooth transition to their new class and year group.

Resources you need at home

At the end of this letter is a list of all the cheap and cheerful resources your child needs at home if they are going to be able to continue the learning they have started at school. Most are available for a small price at the local supermarket, Wilkinsons, B&M Bargains or The Pound shop. You could even add them to their Christmas list.

Resources your child needs at school

Your child only needs to bring their book bag with their reading books and reading diary/planner, and their water bottle. Their PE kit should come into school at the beginning of each half term. It will be sent home at the end of each half term to be washed.

Reading at Trent Vale

Working with you to successfully teach your child to read is one of the most important roles we have during your child's time at Trent Vale. We know that those children who read at home 4 times per week are the best readers. Please write in their reading diary if they have read at home; this includes practising Bear Words for those children who have just started school. Learning to read is also about a child being regularly read to so please remember to include story time as part of their bedtime routine.

Planners at Rylands Junior

Continuing to ensure your child reads at home is as important as helping them with their homework. Both of these need to be recorded in their planners by you or your child. You and your child must also **sign the**

planner every week to say that you know what they have been doing. The class teacher will also sign the planner every week.

Pencil Cases and Toys

Your child does not need a pencil case full of equipment for them to complete their work at school. If they do bring a pencil case they will be asked to keep it in their tray as the equipment they need is on their tables but we would prefer them to keep it at home. Also please do not let your child bring toys to school. We have lots for them to play with and we do not want them to get upset if their toys get broken or lost.

Other useful Information

Class Newsletters/Autumn Term Topics

You will be receiving a newsletter from your child's teacher describing what they will be learning this term. This is so you can support and encourage your child with their learning at home.

Internet Safety

We will be continually teaching the children about the importance of esafety particularly when accessing the internet.

The esafety rules at **Trent Vale** we are encouraging them to follow are:-

1. People you don't know are strangers. They are not always who they say they are.
2. Be nice to people on the computer like you would in the playground.
3. Keep your personal information private
4. If you ever get that "uh oh" feeling, you should tell a grown up you trust.

The esafety rules we are encouraging them to follow at **Rylands Junior** are:-

Our e-safety code: Zip it, block it, flag it.

This code reminds us of our e-safety rules and the actions the children should take if any rules are broken.

Additionally we would like to remind you that the age restrictions on computer games are also an important part of esafety. For example a game is given an 18 rating because it contains images and language that is appropriate for people aged 18 and over only whether they are actually playing or watching an adult play on the game. I know that most of you are very careful about the computer games and apps you let your children have access to but can we ask you to please be extra vigilant as exposure to violent games does have a negative effect on children's behaviour.

Attendance

As a school we are constantly aiming for greater than 97% attendance and last year we are pleased to announce that we were close to achieving this at both schools. Greater than 95% attendance really helps our children achieve their potential. This is the equivalent to having only one half day off school a fortnight. As I have previously said to you I can no longer authorise family holidays in term time. However if you do have a holiday planned can you please inform us in writing so we know why your child is absent. Any time off school counts as an absence and taking a two week family holiday in school time means your child cannot achieve 95% attendance and this does impact on their achievement. We will consider fining for long or regular absence due to family holidays.

Lateness

School does start between 8.45am and 8.55am at **Rylands Junior** and at 8.55am at **Trent Vale** and we will be closing the patio doors/playground gates at 9am. The children start work, often practising their targets, straight away while the register is being taken, so being on time is also a vital part of ensuring your child succeeds. If, however, your child is late to school can you please bring them in through the main entrance. This is to make sure all registers are accurately filled in. At **Trent Vale** children must not go into school through another classroom door as it is very easy for their class teacher not to be aware of their arrival and for them not to be marked in the register. The nursery gate will be locked at 9am and 12.45pm. If you arrive after this time please go to the main entrance. This is so we can ensure the safety of the children who have already arrived in nursery.

Dogs & Smoking

Please remember the school, including the playground is a non-smoking site. This includes e-cigarettes. Also dogs are not allowed on the premises for health and safety reasons.

Jewellery

Due to health and safety children are not allowed to do PE wearing jewellery and staff are not allowed to help children remove their jewellery, including earrings. We would therefore prefer it if your child came to school wearing any jewellery. If they have got their ears pierced they need to be able to remove their own earrings before they do PE and have a small purse or similar to put them in. Any earrings worn in school should be of the small stud variety.

Text Messaging Service

Many of you will have received a 'welcome back' text message. We will be continuing to use this system to remind you of events in school and of any changes to planned events, for example after school club cancellations. Please note however that you cannot text back with this service. If your child is ill we would phone you as normal to ask you to come and collect them. However for all of these systems to be effective it is vital that we have up to date contact information. **If you do change your address, or home telephone number or mobile number then please let us know immediately.** There have been occasions when we have not been able to contact a parent or grandparent of a child when they have been ill because all the numbers we had were no longer in use.

Additionally at **Trent Vale** we will continue to use the text messaging service to inform you if your child has had a minor head bump during the day. A letter will also be sent home in their book bag. Do not worry if you receive such a text, it is for your information. If the head bump was serious we would contact you directly and take appropriate medical intervention. At **Rylands Junior** we will text you if your child has missed multiple playtimes due to inappropriate behaviour over the course of a week.

School Dinners and Healthy Eating

School dinners are very healthy and are made from local fresh produce according to strict nutritional guidelines. They are free to all children at **Trent Vale** but cost £2.35 a day at **Rylands Junior** and money must be already on your Squid account unless you are in receipt of free school meals; your Squid account does not have an overdraft facility! It has been really encouraging to see so many healthy lunch boxes and snacks again in school; it really is a good habit to get our children into. **Remember we really would prefer the children not to have crisps, chocolate, sweets or fizzy drinks at school.** These are treats for you to give at home. A separate letter will be sent home about healthy lunch boxes and other treats, including birthday treats, in school.

GDPR

All of our privacy notices are available on the school website for you to look at.

Governor update

The governing body is a crucial part of the leadership and management of the school. As a voluntary group of people they hold the school to account for the use of its financial resources, the progress and attainment of the children and the strategic direction of the school.

Vacancies

Although we currently have vacancies we are not looking for additional governors until a decision has been made as to whether the two school should have one governing body. This will take place at the end of November following a 6 week consultation process. If you are interested in this very rewarding role and getting to know more about how the school operates then please speak to me. The time commitment is a maximum of 3 x 2 hour meetings per term and a visit to school during the school day if possible.

Training

Governors have recently accessed training in the following areas.

- Assessment data
- Safeguarding

Visits

Governors regularly visit school to look at specific aspects of its work. Recent visits have included the following areas:-

- A governor visit day. This allowed governors to spend time with children and staff on the playground and in the classroom. They spoke to the children about school and the statutory assessments they had taken
- Safeguarding
- Health and safety

Governors will be involved in a governor visit day in the autumn term.

Autumn term governing body meetings

Tuesday 8th October – Finance and General Purposes + Personnel committee

Wednesday 6th November – Strategic Development + Pupil committee

Thursday 14th November – Joint Collaboration Committee

Thursday 28th November – Full Governing Body meeting

Dates

With this newsletter I have included a list of important dates for the school year. Please put these in your diary or on your calendar; they are on the calendar on the website.

Thank you for your continued support and please remember if you have got any questions or concerns then please come in and talk to us.

Jackie Moss
Executive Headteacher

Behaviour Procedure – Rewarding Good Behaviour and Helping Children Improve Their Behaviour

This procedure starts at the beginning of every day because each day is a new start. Pupils will consistently hear positive praise being given for appropriate behaviour. All children begin each day on **green**. Those children who remain on **green** all day will receive a tick at the end of the day towards their next behaviour certificate. Children who consistently show green behaviour will be moved upwards to the '**Rainbow**' and will receive a special Rainbow sticker. Throughout the day children will be given CHANCE cards for good behaviour and whole class good behaviour will be rewarded with GOLD STARS ★

To promote good behaviour there are times when it is necessary to sanction children if they break **school rules**. All staff at Trent Vale will follow this procedure throughout the school day.

- Action 1. If a child behaves inappropriately a verbal or non-verbal warning will be given. If the behaviour is extreme or physical go straight to action 4a **(red)**. If the behaviour is very extreme or physical go straight to action 4c (see the Headteacher)
- Action 2. If the inappropriate behaviour continues the child's name is moved to **amber**. If the behaviour is extreme or physical go straight to action 4 **(red)**
- Action 3. If the child then behaves appropriately and follows the school rules their name will be returned to **green**. The child will then return to the beginning of this procedure. This should be done quickly so the child is rewarded for behaving appropriately.

We want children to stop as quickly as possible 'persistent amber behaviour'. By this we mean not listening, stopping someone else from listening, not doing what they have been asked to do by an adult. This is the kind of behaviour that disrupts the learning of the other children.

If the inappropriate behaviour, (persistent amber behaviour), continues then:-

- Action 4a. The child's name is put on **red** and the child is asked to sit on the Thinking Chair for approximately 5 minutes. At the end of the Thinking Chair time the teacher explains to the child why they were sent there and the child apologises to the teacher for their behaviour. This will then be recorded on the Class Behaviour Record. The child will then return to the beginning of this procedure (**green**). If the child refuses to sit on the Thinking Chair or remain on the Thinking Chair then keep reminding them that they have to do a full 5 mins on the chair before they can do anything else. Call for help if necessary.
- Action 4b. If this is the 2nd time they have been on **red** then the child is asked to go to another classroom to sit on their Thinking Chair for approximately 10 minutes – Beech to Lilac;

Lilac to Beech; Willow to Maple; Maple to Cedar; Cedar to Willow. If this is for another incidence of extreme or physical behaviour then send the child to the Headteacher to sit on their Thinking Chair (Action 4c). At the end of the Thinking Chair time the teacher asks the child why they were sent there and the child is asked to apologise to their teacher for their behaviour. This will then be recorded on the Class Behaviour Record. The child will then return to the beginning of this procedure (green). If the child refuses to sit on the Thinking Chair/remain on the Thinking Chair/go to another classroom then keep reminding them that they have to do a full 10 minutes on the chair before they can do anything else. Call for help if necessary. **A slip will be sent to parents to inform them that their child has been sent to another class for inappropriate behaviour.**

Action 4c If this is the 3rd time they have been on red then the child is asked to go to the Headteacher to sit on their Thinking Chair for approximately 15 minutes. At the end of the Thinking Chair time the Headteacher asks the child why they were sent there and the child is asked to apologise to their teacher for their behaviour. This will be recorded in the Headteacher's behaviour File. The child will then return to the beginning of this procedure (green). If the child refuses to sit on the Thinking Chair/remain on the Thinking Chair/go to the Headteacher then keep reminding them that they have to do a full 15 mins on the chair before they can do anything else. Call for help if necessary. **A slip will be sent to parents to inform them that their child has been sent to the Headteacher for inappropriate behaviour. If the behaviour has been very extreme parents will be contacted immediately by the school.**

Either of the Co-Heads of School (Mrs Barratt or Mrs Turner) will take the place of the Executive Headteacher (Mrs Moss) if she is not available,

At playtimes and lunchtimes the procedure will only be used if the behaviour is extreme or physical. The child(ren) will go straight to action 4a (red) then action 4c (red/Headteacher). Thinking Chairs are available for this purpose on the playground.

At the end of playtime the class teacher will be informed if a child in their class has been on red and this will be recorded on the Class behaviour record. At lunchtimes the MSAs will record any children who go onto red on the lunchtime Behaviour Record.

- Lots of paper - all different colours and sizes; scrap paper is fine; old note books and note pads; old diaries; envelopes; post its



- Lots of pens, pencils, felt pens, crayons, chalk



- Sellotape Stapler



- Scissors



- Glue



- Play dough



- Paint and paint brushes



Things your child needs at home to help with their learning.

Diary Dates 2019-20

Mon 9 th Sept	Y2 Parents Information Meeting 3.30pm (inc crèche)
Tues 10 th Sept	Y3/4 Parents Information Meeting 3.30pm (inc crèche)
Wed 11 th Sept	Y5/6 Parents Information meeting 3.30pm (inc crèche)
Thurs 12 th Sept	Y1 Parents Information Meeting 3.30pm (inc crèche)
Mon 16 th Sept	F2 Parents Information Meeting 3.30pm (inc crèche)
Tues 24 th Sept	Chilwell School open evening
Fri 4 th Oct	Rylands Junior Harvest Festival. Donations to Framework and the Hope Foodbank
Mon 7 th Oct	Phonics/reading parent information meeting for F1 and F2 parents 5.30 – 6.30pm
Thurs 10 th Oct	Rylands Junior Individual photographs
Thurs 10 th Oct	Trent Vale prospective parent look round 1.30pm
Fri 11 th Oct	Trent Vale Harvest Festival 2.30pm (not nursery). Donations to Framework and the Hope Foodbank
Mon 14 th Oct	Rylands Junior Parents Evening 3.30pm – 6pm by appointment only
Tues 15 th Oct	Trent Vale Parents Evening 3.30pm – 6pm by appointment only
Wed 16 th Oct	Trent Vale prospective parent look round 9.30am
Wed 16 th Oct	Rylands Junior Parents Evening 3.30pm – 6pm by appointment only (not Y5 Maple class)
Thurs 17 th Oct	Trent Vale and Y5 Maple class Parents Evening 3.30pm – 6pm by appointment only
Mon 21st Oct – Fri 1st Nov	HALF TERM (2 weeks)
Mon 4th Nov	Children return to school
Mon 4th – Fri 8th Nov	Y6 residential to Caythorpe
Thurs 7 th Nov	Trent Vale prospective parent look round 1.30pm
Mon 11 th Nov	Y2 residential meeting 5.30- 6.30pm
Wed 13 th Nov	Trent Vale prospective parent look round 11.00am
Thurs 21 st Nov	Trent Vale prospective parent look round 5.00pm
Wed 27 th Nov	Trent Vale prospective parent look round 9.30am
Thurs 28 th Nov	Y5 and Y6 to visit the Holocaust Centre
Thurs 5 th Dec	Trent Vale prospective parent look round 5.00pm
Fri 6 th Dec	Trent Vale Children's Christmas Dinner – wear your Christmas jumper
Mon 9 ^h Dec	Christingle Service at Beeston Parish Church 6.00pm -7.00pm
Tues 10 th Dec	Rylands Junior to the Playhouse Nottingham to the pantomime; late return to school
Thurs 12 th Dec	Y1 and Y2 Christmas Performance 10.00am
Thurs 12 th Dec	Rylands Children's Christmas Dinner
Fri 13 th Dec	Y3 and Y4 to visit Creswell Crags
Fri 13 th Dec	Y1 and Y2 Christmas Performance 2.00pm
Mon 16 th Dec	Y3 and Y4 Christmas Performances 2.00pm and 5.00pm
Tues 17 th Dec	Y3 and Y4 Christmas Party afternoon
Wed 18 th Dec	F1 and F2 Performance 10.00am
Wed 18 th Dec	Y5 and Y6 Christmas party afternoon
Thurs 20 th Dec	Rylands Carol Service 10.00am
Thurs 20 th Dec	Trent Vale Christmas Party Day
Fri 20 th Dec	Pantomime for F2, Y1 and Y2 children – Aladdin
Fri 20 th Dec	LAST DAY OF SCHOOL
Mon 23rd Dec – Fri 3rd Jan	CHRISTMAS HOLIDAYS (2 weeks)
Mon 6th Jan 2018	SCHOOL CLOSED FOR INSET
Tues 7th Jan	Children return to school
Mon 10 th Feb	Rylands Junior Parents Evening 3.30pm – 6pm by appointment only

Tues 11 th Feb	Trent Vale Parents Evening 3.30pm – 6pm by appointment only
Wed 12 th Feb	Rylands Junior Parents Evening 3.30pm – 6pm by appointment only (not Y5 Maple class)
Thurs 13 th Feb	Trent Vale and Y5 Maple class Parents Evening 3.30pm – 6pm by appointment only
Mon 17th Feb – Fri 21st Feb	HALF TERM (1 week)
Mon 24th Feb	Children return to school
Wed 11 th Mar	Trent Vale individual and class photographs
Thurs 19 th Mar	Y6 SATs Parents Information Meeting 6.00pm
Thurs 2 nd Apr	Trent Vale Easter Bonnet Parade 2.00pm
Fri 3 rd Apr	Trent Vale Easter Egg Hunt
Mon 6th – Fri 17th April	SCHOOL CLOSED FOR EASTER HOLIDAYS (2 weeks)
Mon 20th April	Children return to school
Tues 5 th May	KS1 Assessment information meeting for parents 6.30pm
Fri 8th May	SCHOOL CLOSED FOR BANK HOLIDAY
Mon 11th – Thurs 14th May	Y6 SATs (ALL Y6 children must be in school EVERY DAY)
Wed 20 th May	Y2 residential meeting 5.30pm – 6.30pm
Fri 22nd May	SCHOOL CLOSED FOR INSET
Mon 25th – 29th May	HALF TERM (1 week)
Mon 1st June	Children return to school
Wed 10 th June	New Reception Parents Meeting 6.30pm
Thurs 18th – Fri 19th June	Y4 residential to Castleton
Thurs 18 th June	Sports Day 1.30pm for F2, Y1 and Y2
Fri 19 th June	Nursery Sports Day 1.30pm
Mon 22nd June	SCHOOL CLOSED FOR INSET
Fri 26 th June	Rylands Junior Sports Day 1.30pm
Tues 30th June – Thurs 2nd July	Y2 residential to Sherwood Forest
Mon 6 th July	Y5 taster day to Chilwell School
Tues 7 th July	Y3 Parents Information Meeting 6.00pm at Rylands Junior
Wed 15th – Fri 17th July	Transition Days; children will be in their new classes including Chilwell School
Mon 20 th July	Reports Home to Parents
Tues 14 th July	Nursery Open Morning and Whole School Open Afternoon
Tues 21 st July	Y6 performance and leavers assembly 5.00pm
Wed 22 nd July	Nursery graduations
Wed 22 nd July	Y2 Leavers Assembly 6.30pm
Thurs 23 rd July	Y6 BBQ/party 3.30pm (organised by parents)
Fri 24 th July	Last day of school
Mon 27th July – Wed 2nd Sept	SUMMER HOLIDAYS