



# WELCOME BACK!



Dear Parents and Carers,

Welcome back to school from everyone at Sebert Wood, especially to our new children and their parents as they join the Sebert Wood community. We wish you all a very happy and successful time at our school. We're looking forward to an exciting term, with lots of fun learning to take place.

We also welcome new staff to the team here at Sebert Wood. Miss Kingsley, Mr Turner and Mr Wells join the teaching team. Mrs Alston joins the office team. Miss Billmen, Miss Ferrier, Miss Howland join us as teaching assistants. Miss Duncan and Miss Lancaster join us on a Teaching Assistant apprenticeship. Miss Black, Mrs Cross, Mrs Evans, Mrs Fellingham and Mrs Hobson join our lunchtime team.

Sadly, the following staff have left the school and we wish them well with their future endeavours: Mrs Rushton, Mrs Secker, Ms Noe and Mrs Gilbert.

We have been busy over the holidays preparing for the new academic year. Air conditioning has been installed in the hall—this will be much appreciated when we've got larger audiences, lunchtimes and during indoor PE lessons! Also we have decorated the entire UKS2 building as part of our rolling maintenance programme.

The full weekly updates for each year group start next week and we hope they give you all the information you need, but if you have any questions at any time do not hesitate to contact us. Teachers are very busy at the start of the school day and it is not always possible to catch them, so if you have any urgent queries please write a note, phone or email the school office. For parents of those Year 5 and 6 pupils who make their way to school independently, all messages are passed on directly to the Year 5 and 6 staff team, so they can respond as soon as possible.

Thank you in anticipation of your support for the forthcoming term and academic year.

Mr Tottie and everyone at Sebert Wood Primary School.

## School Catering Provision

We have made the decision to make some changes to the school catering provision - Mrs Evans and her team are now employed by the school as opposed to an external company.

The major benefit of this change is the flexibility this gives us over the menu choices and a new menu (please see attached) has been designed around meals which have historically proved popular. As part of this change, the decision has been made **to no longer provide a "Pick and Mix" packed lunch option.**

Meal costs and payment methods remain unchanged.

Please let us know what you children think of the new menu—we are also hoping to provide a taster session after school this term. Let us know (via [admin@sebertwood.co.uk](mailto:admin@sebertwood.co.uk)) if this is something which you would feel would be of interest.

## Important information from the office

**Communications at Sebert Wood**—Please ensure email addresses and mobile numbers are kept up to date with the school office and you have registered with the School Gateway at [www.schoolgateway.com](http://www.schoolgateway.com). The School Gateway can be accessed either online or by using the mobile App, which is free to download. If you are using the App please make sure that notifications are switched on. If you have any queries please contact to the school office on 01284 755211 or [admin@sebertwood.co.uk](mailto:admin@sebertwood.co.uk).

**Medical issues**—If your child has been recently diagnosed with a medical/dietary condition which requires medication to be stored on site, Mrs Dade and Mrs Castle will be available on the first morning back in the studio (UKS2 building) should you wish to discuss anything or drop off medication. Please ensure medication is named, in date and in the original packaging.

**Pupil absence/late**—Please ensure pupil absences are reported to the school office on the same day of absence, including the specific reason for the absence. If no reason is given, then the absence is recorded as unauthorised. For late arrivals, please report to Mrs Alston in the school office and sign your child in. Should your child arrive after 9.15, this will be recorded as an unauthorised absence.

