

Collingwood Primary School Newsletter



December 2019

"We live our lives with arms and minds wide open"



Governor News

Our Statement of Governance, which details the membership, attendance and work carried out by our Governing Body is available to view on our school website.

The full Governing Body met on the 5th December to discuss a number of school issues, including staffing, safeguarding, and the current strengths and areas of development for the school. Collingwood Primary is likely to have an Ofsted inspection in the next few months, and staff and governors are determined to show that they know the school well and will present it in the best light.

The Governing Body had a presentation about the new Early Years Foundation Stage baseline assessment, which the school trialled this term, in advance of it becoming a statutory requirement next year. This proved to be a fairly time-consuming exercise, and the teachers involved fed back their views to the National Foundation for Educational Research (commissioned by the Department for Education to roll out the assessment).

One regular responsibility for governors is to review school policies, and this term's included an updated Child Protection Policy, the school's Pay and Performance Management policies, and the Governors' Statement of Behaviour Principles. This is a statutory requirement for governing bodies, which determines the school's direction in relation to behaviour management. The updated Statement is available on the school website at <http://www.collingwoodschool.net/school-governors/>

Last but not least, we are looking for a new Co-opted Governor to fill a vacancy on the Governing Body. Co-opted governors are people who are appointed as a governor by the governing body and who have the skills required to contribute to the effective governance and success of the school. If you would be interested in becoming a school governor, please contact the school office. It is an important and rewarding role, which benefits the pupils, parents and staff at Collingwood Primary.

Hello & Goodbye

Goodbye to Mrs Bruce who leaves us at Christmas after a long period of sickness. We wish you good luck in your new venture. Goodbye for now, to Miss Campbell who leaves us at Christmas to await the arrival of her baby. Mrs Butterworth, who is one of our regular cover teachers, will be joining Year 4 on Tuesdays - Fridays and Mrs Dodge will be teaching the class on Mondays.

Hello to Lenny (year 3) and Lillie (year 6) welcome to our school.

Attendance

Congratulations, this month to 1st 4C 97.94%, 2nd 6M 97.51% and 3rd 3O'K 96.79%. (see school development priorities below).

All schools are required to monitor all pupil attendance closely as it is one of the measures Ofsted use to "rank" the school. At Collingwood we recognise that most pupils have good attendance and are only absent if unwell however, we *do* still have a duty to inform parents if their child is a "persistent absentee" (ie attendance <90%), regardless of the reason, and *do* send out letters notifying parents if this is the case. **Information about Penalty Notice criteria for irregular attendance can be found on the back of our Leave of Absence form.**

Our School Development Priorities

- **To work with our Primary and Secondary School colleagues in improving life opportunities for all pupils in the town.** Joint Behaviour Management, De-escalation and Restraint training took place for staff from all schools in the town.
- **To maintain high levels of progress in reading and maths for all pupils by the end of Year 6.** *SATs for Year 6 take place in May but the results are not known until July. We have been very pleased with the % of pupils attaining "greater depth" in reading and maths in recent years. All pupils were assessed in reading, writing, maths and spelling during December.*
- **To encourage all pupils to read daily so that inference and deduction skills are well developed.** *In school, we tell pupils of all ages that they should be reading at least 3 times per week and that reading aloud to an adult is just as important at Year 6 as it is in EYFS! Please do the same. New reading and phonics resources have been purchased this month and children have been assessed on fluency/words per minute (see your child's communication book for their score.) Our daily "3 O'clock Read" is aimed at developing pupil's vocabulary beyond words they would normally use.*
- **To develop "Maths Mastery" teaching across Collingwood.** *Mrs Macartney, our Maths Mastery Specialist has visited maths lessons across the school during the last month and has led staff training on developing maths mastery further. This includes changing the order we teach multiplication tables. Ask your child's teacher for more information on this.*
- **To continue to resource Collingwood's re-designed curriculum to meet the needs and interests of our pupils**
- *Our website "learning and Teaching/Curriculum" has been updated with information how each subject is taught at Collingwood. <http://www.collingwoodschool.net/learning-and-teaching/how-we-teach/> New information pages for parents have been designed for January.*
- **To give our pupils a greater voice in school development.** *Our Learning Ambassadors are currently asking pupils about their learning preferences and what stops them from learning.*
- **For attendance to be in line with the national average for schools with a similar level of deprivation.** *(96.22% in 2018-2019) Our attendance was 94.9% in 2018-2019 and whilst much of this was due to illness some was due to unauthorised term time holidays. Attendance is monitored closely and parents are contacted if attendance is a concern and penalty notices have been issued to Collingwood parents.*

Chelmsford Foodbank

Please be aware that Collingwood is a referral agency for Chelmsford foodbank and can issue vouchers to families who meet their criteria. Please contact Mrs Buckland-Garnett, Mrs Minister, Mrs Wraight or Mrs De'Ath for more information. See also an invite to families on Christmas Day at the end of this letter.

Snow Closure Arrangements

When we have snow, school will only close as a very last resort; as long as the children are safe, the heating is on and enough staff are able to get here, Collingwood will open! We are very proud of the fact that we have only had to close during two separate bouts of bad weather over the last 13 years.

The decision to close school is taken as soon as we are able to establish how many members of staff are able to get into work. This takes some time and can change suddenly as staff get stuck in traffic. We always post our decision first on the school website (top right, moving text) and on Twitter (@CollingwoodPrim) - a text and email to parents will also be sent as soon as we are able to. A list of school closures can be found on the Essex County Council website: <http://www.essex.gov.uk/Education-Schools/Schools/Dates/Pages/Emergency-School-Closures.aspx> Parents are also advised to listen to [Essex FM](#) or [BBC Essex](#) when bad weather is expected as they will continue to list schools that are closed. **PLEASE DO NOT RING SCHOOL, the phone will not be answered before 8:45am as staff will be communicating by mobile as we all try to get safely into school.**

Mrs Buckland-Garnett

Curriculum Information

Please see our school website: www.collingwoodschool.net for information on how we teach at Collingwood. Current topic webs and curriculum information for each Year group can always be found here.

Curriculum News

In our recent survey, parents in some year groups felt that they were not given enough information about what pupils are learning although they felt they were well informed about how their child was doing. In response to this, we have now updated our website to include detailed information about every subject. See www.collingwoodschool.net then click on "learning and teaching" then "curriculum". We have also updated the topic information we send home each term. Watch out for the January version in your child's homework folder before we break up for Christmas.



Fabulous singing by the children in EYFS, Year 1 & 2 in this year's Nativity.

Learning Council News

Our Learning Ambassadors continue to meet weekly and carry out their responsibilities around school. This week they all received their new badges which they should wear proudly!

Sports News

Year 6 football.

Well done to the year 6 boys who took part in the football tournament at William de Ferrers. They displayed amazing skills and great sportsmanship. They played seven matches, winning two, losing two and drawing three. We would all like to say a big thank you to Mr. Atkinson who encouraged and managed the boys throughout the matches.

Indoor Athletics.

Well done to the year 5/6 children who participated in the athletics at Bromfords School. They worked hard as a team to complete the different and challenging activities which required a lot of determination and stamina. Thank you to Mrs. Sidoli who also came along to help and support.

Mrs Hardwick - Sports Co-ordinator

Policies Being Reviewed by staff, pupils and Governors this month

Pay and Performance Management Policies, Admissions, Governor Allowances, PREVENT Action Plan, Governor's Statement of Behaviour Principles, Children Missing Education due to Health Needs and Safeguarding and Child Protection.

Informal Coffee Afternoons

A chance to meet other parents and have questions answered on a given theme. All welcome to some or all of the dates. Come to the main entrance at 2:30pm. Younger children and friends, even if they do not have a child at Collingwood, are welcome! Let us know if there are any themes you would like us to cover.

Date	Theme	Staff present
Friday 24 th January	Supporting your child with spelling	Mrs Outhwaite and Mrs Minister
Friday 28 th February	Supporting your child with maths	Mrs Macartney and Mrs Buckland-Garnett
Friday 24 th April	Question and Answer Session with the school nurse	School Nurse
Friday 22 nd May	Supporting your child's independence	Mrs Minister and Mrs Buckland-Garnett

School Meals and Birthday/Special Lunches

At our school we are lucky to be able to offer birthday lunches to our pupils (by virtue of the additional work undertaken by our lovely Midday Assistants). Children can invite their friends to have a Birthday School Lunch with them, sit at a special table during lunchtime and enjoy a choice of school meal followed by a piece of birthday cake, specially made by our Catering Manager. Unfortunately, pupils are not able to have a packed lunch at the birthday table. The sole reason for these lunches is to increase the number of children taking school meals, encouraging those children who may be fussy eaters to try new things by eating with their friends - there is always a choice of food options, even a baguette! Don't forget, there is no charge for the lunch if your child is in Reception or years 1 & 2. To book a Birthday School Lunch for your child, please speak to Mrs De'Ath or Mrs Wraight in the school office.



Children enjoying our Christmas dinner!

Gingerbread Men - a festive make from our school cook!

Makes 24 gingerbread men 13cm long cutter

Ingredients

Plain Flour	700 grams
Margarine	200 grams
Light Brown Sugar	350 grams
Bicarbonate of Soda	2 teaspoons
Ground Ginger	4 teaspoons
Golden Syrup	150 grams
Beaten Egg	2

Method

1. Rub the margarine into the flour and stir in the sugar with other dry ingredients.
2. Add syrup and eggs to form a dough. If the mixture is a little dry add a small amount of cold water or orange juice.
3. Chill if possible.
4. Lightly flour the surface and roll out the dough to approximately 5mm thick and cut out using the gingerbread man cutter.

5. Line baking trays with parchment paper then place the gingerbread men on the lined trays.
6. Cook for approximately 10 minutes at 190c/375f/gas mark 5.

This dough can be used to make cookies, reindeer or using other cutters for different occasions. Why not decorate some and hang them on your tree?

Mrs Chettur - Catering Manager



F.O.C.U.S. (our wonderful P.T.A)

F.O.C.U.S. Windfall

The lucky winners for December drawn by Santa - 1st Scott Dellow £50, 2nd Simon Trice £30 and 3rd Debbie De'Ath £20 - well done to you all. Thank you for your continued support.

Thank you to everyone that supported the Christmas Fair, it was another successful event. We are still waiting for the final figure but we have raised over £2500.00.



Messages from other Organisations

Foodbank Information

Any families who are vulnerable and cannot afford food, can go along to these events on Christmas Day

- Sisters Margaret and Moira are running a session 12pm-2pm in **Langton Hall, Langton Avenue, CM1 2BP** (Melbourne) with festive food and drink (will not be a Christmas dinner, but will be food and drinks and games etc.). No booking needed. Any family in need can just turn up.
- St Francis community church are running a free Christmas day community breakfast from **Beaulieu community centre, CM16AU 10-11.30am**. People must book a space
FREE online <https://www.eventbrite.co.uk/e/christmas-community-breakfast-tickets-85399284559>

Parent Workshops

Mondays

9.30am-10.30am

@ Chelmsford Family Hub, Lower Ground Floor, County Hall, Chelmsford, CM1 1QH

A range of workshops available for parents/ carers of 0-5 year olds.

Workshop 1: Sleep hygiene 1st Monday of the month

Workshop 2: Toilet training 2nd Monday of the month

Workshop 3: Fussy eating 3rd Monday of the month

Workshop 4: Behaviour 4th Monday of the month
(adult only workshops)

Please call 0300 247 0014 (opt 2) for more information or to book a space.

www.essexfamilywellbeing.co.uk

Tokon Kai Karate

Tokon Kai karate run a class after school each Tuesday from 3.15-4.20pm for age 5-11yrs. Come along and give it a go - first lesson free. For more information contact Sensei Jo Griffiths on 01245 362232 or 07958 057406 -

info@tokonkai-karate.co.uk.

Guitar Lessons are provided by Mr David Ainsworth on a one to one basis. If you are interested, please contact the school office.

Dates for your diary

All dates, class lunches, performances etc. can be found on our website calendar at www.collingwoodschool.net **If school is ever closed, at short notice, it will appear on <http://www.essex.gov.uk/Education-Schools/Schools/Dates/Pages/Emergency-School-Closures.aspx> and the school website/be tweeted first** and be announced on Essex FM and BBC Essex as soon as possible. Please avoid ringing the school as the phone is unlikely to be answered whilst we are organising staff!

2019

Thurs 19 th Dec	Pantomime - 'Beauty & the Beast' - whole school
Thurs 19 th Dec	Last day of Term
Fri 20 th Dec - Fri 3 rd Jan 20	Christmas Break

2020

Mon 6 th Jan	First Day Back
Wed 15 th Jan	3HB Class Lunch
Fri 17 th Jan	4C Class Assembly 9.15am
Fri 24 th Jan	Coffee Afternoon for parents 2.30pm
Fri 7 th Feb	5O Class Assembly 9.15am
Fri 14 th Feb	3OK Class Assembly 9.15am
Mon 17 th Feb - Fri 21 st	Feb half Term
Wed 26 th Feb	3OK Class Lunch
Fri 28 th Feb	3HB Class Assembly 9.15am
Mon 16 th - Fri 20 th Mar	Mother's Day Lunches
Fri 20 th Mar	2H Class Assembly 9.15am
Fri 20 th Mar	Coffee Afternoon for parents 2.30pm
Mon 23 rd , Tues 24 th March	Years 3, 4, 5 production
Tues 31 st Mar, Wed 1 st Thurs 2 nd	Termly Learning Conferences
Mon 6 th Apr - Fri 17 th Apr	Easter Break
Mon 20 th Apr	First Day Back
Fri 8 th May	May Bank Holiday
Mon 11 th - Fri 15 th May	SATs Year 6
Wed 13 th May	2H Class Lunch
Fri 22 nd May	Coffee Afternoon for parents 2.30pm
Mon 25 th - Fri 29 th	May Half Term
Mon 1 st June	First Day Back
Wed 3 rd June	1H Class Lunch
Fri 12 th June	1H Class Assembly 9.15am
Mon 15 th - Fri 19 th June	Father's Day Lunches
Fri 19 th June	EYFS - RR Class Assembly 9.15am
Wed 24 th June	RR Class Lunch
Fri 26 th June	Sports Day (1 st Choice)
Fri 3 rd July	Sports Day (2 nd Choice)
Thurs 16 th July	Leavers Disco

Fri 17th July
Fri 17th July
Mon 20th -22nd July

Leavers Assembly 9.15am
Last day of Term
Non Pupil Days

Leave of Absence for pupils:

Term time holidays are not authorised at Collingwood unless a signed employer's letter is provided stating that the dates are the ONLY ones that can be taken. In this event, only one term time holiday will be authorised in any academic year and not during or in the term leading up to national assessment periods.

Essex County Council's criteria for issuing Penalty Notices is:

- where there have been at least 10 consecutive sessions (1 day = 2 sessions) of unauthorised absence for the purpose of a holiday, whereby a parent made an application to the School which the Head Teacher has deemed not for exceptional circumstances.***
- whereby the parent did not submit a leave of absence request, however the school have reason to believe the absence was for the purpose of a holiday.***
- if there have been at least 6 consecutive sessions (3 days) of unauthorised absence during the first two weeks of September due to a term-time holiday.***
- where there has been at least 10 sessions of unauthorised absence during the previous 10 school weeks.***

Following discussions with parents who have taken term time holidays, we have recently added information about Penalty notices to the back of our Leave of Absence form.