



TRANMERE TIMES NEWSLETTER

Friday 9th September 2016

General School Information/Dates

Please visit the [Headteacher's Blog](#) on the school website for more information on what's been happening in school recently

Welcome back to all our Tranmere families, both old and new, after a – hopefully – restful summer break. We are all ready for a little routine back in our lives I'm sure! The children have met their new teachers and we have had a calm start to the new school year. Everyone looked very smart and ready for school in their new uniforms – please ensure all items are clearly named as lost property soon builds up with expensive coats, shoes and sweatshirts. We have put the lost property outside school Reception this week but it will be emptied soon ready for the new year so make sure you've had a look through.

A special welcome to our new children Emaan in Year 6, Lewis in Year 4, Jack, Michael and William in Year 3 and Fraser in Year 1. We're sure they will settle in no time. Of course there will be 45 more new faces as our two Reception classes start to arrive next week.

Due to cuts in school funding, we haven't been able to carry out any big school buildings projects over the summer but the hall floor has been stripped and revarnished and all Key Stage 1 classrooms and Mrs Martin's room have been redecorated. We won a competition run by Dulux last year and so the Computer Suite will be getting a Dulux refurb very soon and we are hoping that we will be able to repair the potholes and cracks in the pathways around school shortly.

Staffing for September 2016

CLASS	YEAR GROUP	TEACHER	SUPPORT
Robins	YR	Miss Beestin	Mrs Hill / Mrs Titchmarsh
Bluebirds	YR	Miss Marsden	Mrs Marriot / Mrs Hyde
Eagles	Y1	Mrs Gibson	Miss Dibb Yr 1
Skylarks	Y2	Miss Bell	Mrs Chavda Yr 2
Hérons	Y2	Mrs Wright & Mrs Holland	Miss Marriot Yr 3
Red Kites	Y3	Mr Joynson	Mrs Lang Yr 3
Woodpeckers	Y3	Mr Housden	Miss Allison Yr 3
Wrens	Y4	Miss Gomersall	Mrs McAteer Yr 4
Falcons	Y4	Miss Jones	Mrs Gribbin Yr 4
Puffins	Y5	Mr Beech	Miss Stevens Yr 5
Kingfishers	Y5/6	Mrs Tate	Mr Winters Yr 6
Doves	Y6	Mr Sutton / Mrs Savage	Mrs Dolan all KS2

In the school offices, Mrs Sanderson, Mrs Reeve and Mr Raw are available to help with your queries.

Please note that the following members of staff are members of the School Leadership Team:

Mrs Finley	Headteacher
Mrs Hodgson	Deputy Headteacher Year 1-2 Phase Leader
Mr Sutton	Assistant Headteacher Year 5-6 Phase Leader
Mr Joynson	Year 3-4 Phase Leader
Miss Beestin & Miss Marsden	Early Years Phase Leaders
Mrs Sanderson	School Business Manager

Mrs Hodgson and Mrs Martin are the school's Designated Child Protection Officers and Miss Beestin is our SENCO – Special Educational Needs Co-ordinator. Please do not hesitate to contact any member of the school team if you have any concerns.

Mrs Martin's Nurture room is located between Skylarks class and Eagles class. Mrs Martin has a parent/carer drop-in session every morning between 9.00-9.30 am for you to call into school informally to discuss any pastoral issues e.g. friendship issues, bereavements, loss or separation etc. Just call into the school entrance and Mrs Martin will see you.

Mrs Finley is also available to speak to whenever needed – either on the playground in the morning or by appointment at other times.

As Tranmere Park was accredited as the Lead Teaching School for the Noctua Teaching School Alliance in the summer term Mrs Finley will be supporting other schools for Noctua every Wednesday and Mrs Hodgson will be Acting Head on these days.

Safeguarding and Child Protection Tranmere Park Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The school is committed to working closely with parents/carers for the benefit of the children. The designated members of staff within school are Mrs Hodgson and Mrs Martin. If you have an issue you would like to discuss, Mrs Martin will be running her usual daily drop-in sessions (8.45 – 9.30) or Mrs Hodgson is available by appointment.

For more information regarding safeguarding and child protection and the way in which we work with other agencies please see the school website. All policies and information (including who to contact) are available under the 'School' and then 'Safeguarding' tabs at the top of the page.

Medical Notice Board – Response required

It is crucial that we have a record in school of any current severe medical or health conditions regarding your child/children. This information is displayed on a notice board in the staff room in order to ensure that all staff working with your child are aware. **A 'Medical Healthcare Plan' form has been sent home in your child's book bag this evening. We request that you fill in the form with details of any diagnosed severe medical or health conditions and return it to school as soon as possible (and no later than Friday 23rd September). Even if there are no conditions to report we would appreciate this being written on the form and it still being returned to school.** This week Mrs Martin is speaking to parents where we are already aware of a condition in order to update the forms. In this instance, the blank form sent home tonight does not need to also be returned. Thank you for your support with this important task.

Asthma

We are reviewing ALL medical information and would like to establish that all details are up to date and correct. If your child has asthma please complete the letter sent out today (even if you had previously notified school of your child's medical conditions). If your child has recently been diagnosed with asthma and school are not aware please ask for a copy of the letter from the school office. Thank you.

Medicine in school

Only medicine prescribed by the doctor will be given in school. After seeking medical advice medicines prescribed three times a day can be administered at home. Therefore only prescribed medicines to be taken four times a day will be administered in school. A form will need to be completed which is available on the school website or from the school office.

Parent Governor Vacancy

Mrs Kirsten Branston, mother of Romany and Liberty, has served on our Governing Body for the last 9 years, making a great contribution to the Governors serving on the Pupil Support Sub Committee and as Vice Chair. As both girls are now at Guiseley School Mrs Branston has let me know she will need to stand down and as a result a parent governor is required to fill her place on the governing body of the school. As a parent of a child at the school you are entitled to stand as a candidate and vote in any election. If you wish to offer yourself as a candidate to become a parent governor you should contact the school to request the information for prospective governor's information, complete the slip and return it to the headteacher by **Friday 23rd September**.

Although any eligible parent can stand for election, the governing body has identified that the following skills and experience would be desirable for the governing body to improve its effectiveness:

- Human resources, personnel
- Health & safety, buildings management

Please note that you are not eligible to be a parent governor if you work at the school for more than 500 hours per year. You are also not eligible to be a governor if you fulfil any of the disqualification criteria listed on the eligibility form included in the information pack. If you become a governor you are expected to sign up to the Governors' Code of Conduct.

We would like to thank Mrs Branston for all her hard work on behalf of the school.

Tranmere Times

Please remember to inform school of any changes to your e-mail address to ensure that you receive the Tranmere Times and other documents that we send by e-mail. Tranmere Times is also published weekly on the school website. Please do not press the unsubscribe button otherwise you will receive no communications from school. The school is also active on facebook and twitter – like us on facebook or follow us (@tranmerepark) to receive school news via social media.

Lunch Menu

The menus for this term are attached to tonight's Tranmere Times and are also on the school website.

Parking Reminder and One Way System

Could we remind parents to try to adhere to the one way system around the Tranmere Park Estate and also to park considerately at the start and end of the school day. Please be thoughtful if you must park close to school. You may wish to consider parking and walking to alleviate congestion around school. This is a perennial cause of tension with local residents so please respect their driveways (don't block them!) and don't park on grass verges.

Other Letters

You will receive a leaflet from your child's class teacher today with details of their topics for this half term, important days in their class e.g. PE or swimming, when homework will be set and the names of any adults who will be working with their class. The letter also details where you will find homework grids and bulletins on the website.

Each child will also have a home school diary which will be checked weekly. If you have any queries or comments please feel free to use the home school book. Of course, teachers will always be happy to talk to parents at the end of the school day.

Tonight you will have received a Proposed Dates Calendar for this academic year. This will also be published on the school website.

Early Morning Procedures

Children in Key Stage 1 and Key Stage 2 will line up in the playground at 8.50am when the whistle is blown. Parents are free to leave the playground at this stage. However, if parents wish to remain in the playground once the children have lined up, can we please ask you to stand back and wait until all the children have gone into school before leaving the playground. This is to encourage independence and to avoid the congestion of buggies/parents/children all using the pathways at the same time. Pupils should be on the playground for 8.50am at the very latest.

Once the class have entered school through their classroom door the door will be promptly closed. Therefore, any child who comes into school after the doors have closed must enter school via the front entrance and not through any other door to sign the signing in and out book and stating the reason for being late. This is to ensure they are accounted for in school.

The school gates will be locked at 9.15 am and will be re-opened at 3pm. During the school day please use the side gate on Ridge Close to access the school office to drop off/collect children.

If you need to take your child out of school for an appointment during the school day can you please ensure that you complete the signing in and out book. For hospital appointments please bring your appointment letter into school prior to the appointment or on the day.

If your child is unwell please telephone school on 01943 875050 as soon as possible on the first morning of absence and leave a recorded message.

The school day finishes at 3.15pm. Once a child has been handed over by school staff to parents/carers, it is the parents/carers responsibility to ensure the safety of the children they are collecting.

The school grounds must be cleared promptly and by no later than 3.30pm (unless your child is attending an after school club). This is because the school grounds are **NOT** secure after 3.15pm and we are unable to guarantee pupil safety. Pupils playing on the school grounds after the end of the school day are problematic for Before and After School Club

and other lettings who need to ensure the safe supervision of their pupils. In addition, we often book essential maintenance works to take place after the pupils have left and contractors may be on the school grounds.

The toilets at the back of the hall are out of bounds due to the close proximity of the car park and traffic. In an emergency if your child wishes to use the toilet at the end of the day please use the front entrance to regain access to the school premises.

Children are reminded that if their parent/carer has not collected them at the end of the day they must return to school.

PLEASE COULD YOU REINFORCE THIS MESSAGE AT HOME AND ALSO ENSURE YOUR CHILDMINDER OR OTHER FAMILY MEMBERS ARE AWARE OF THESE PROCEDURES.

Adventure Playground

Soon after the adventure playground was installed there were a number of accidents (mostly occurring after school) on the 'Hand over Hand' apparatus (monkey bars), which resulted in injury. After investigation, it was discovered that most of the accidents were the result of incorrect use of the equipment.

Consequently, we introduced the following procedures, after consultation with the Health & Safety Department at Leeds City Council.

- The 'Hand over Hand' apparatus is limited to use by children in Years 5 & 6 only, once training has been given, and subject to parental approval – Any year 5/6 parents who do not wish their children to use the monkey bars please send a note into school.

The other apparatus in the adventure playground can be used by all children in Key Stage 2, unless parents inform school otherwise. Parents of children in Years 3 and 4, please let school know if you do not wish your child to play on the other apparatus.

Please note children are not permitted to use this equipment before or after school.

School Milk

The deadline for ordering school milk for this term has now passed. Any parents who missed the deadline and would like to order milk for their child for the spring term will be given the opportunity to do so in December.

Cross Country

Cross country will be starting on Tuesday 13th September. The first 4 sessions are for everyone in Years 3, 4, 5 and 6 who would like to try cross country. If children are interested in trying the club please come to Woodpeckers classroom at 3.15 on Tuesday 13th September. When the session is finished please can the children be collected from outside Woodpeckers at 3.50pm. Outdoor trainers are essential to take part. Many Thanks, Mr Joynson and Mr Housden.

Appeal for Lost Waterproof Jacket

Seb Murphy (Year 5) lost his Mountain Warehouse waterproof coat whilst at school in the week before the end of summer term. It is navy blue with a lighter blue stripe detail. It is size 11-12 or 13. It is marked with his name in pen on the inside label on the left side seam. If anyone has seen it, please can they get in touch/hand it in to the school office.

Lunchtime Supervisory Assistant Vacancies

We are looking to recruit additional Lunchtime Supervisory Assistants to start as soon as possible. The role involves the supervising of children both in the dining hall and on the school playground from 11.55am to 1.10pm. We are happy to recruit people for just one or two lunchtimes a week. If you are interested or know somebody who may be and would like further information please call at the school office and ask to speak to Mrs Sanderson.

Important Information

School Dinner Money

From September school meal prices have increased to £2.35 per meal £11.75 per week. Please be reminded that meals must be purchased for the full week ahead. The cost for school meals for this half term (6th September 2016 – 21st October 2016) is £79.90

Current Year 2 children will no longer qualify for Universal Free School Meals in September. A letter was sent home on Tuesday this week to parents of year 3 pupils with information on how to pay using the online system.

Assemblies

Parents are most welcome to attend their child's class assembly at **9.10am**.

Friday 23 rd September	School Council
Friday 30 th September	Falcons
Friday 7 th October	Doves
Friday 14 th October	Harvest Festival
Friday 21 st October	Wrens

Forthcoming Dates

2016		
Monday	5th September	TRAINING DAY
Tuesday	6th September	SCHOOL OPENS FOR THE START OF THE AUTUMN TERM
Tuesday	20 th September	Tempest photographer in school (individual/sibling photos)
Thursday	29 th September	Social Evening for all <u>new</u> parents 6.00pm
Friday	14 th October	Harvest Festival
Monday	17 th October	Pupil Mentoring Week
Friday	21st October	SCHOOL CLOSERS FOR HALF TERM HOLIDAYS at 3.15pm
Monday	24th October	AUTUMN HALF TERM – SCHOOL CLOSED
Monday	31st October	SCHOOL RE-OPENS TO YEARS 1 - 6
Monday	31st October	EYFS TRAINING DAY – School closed to Reception classes only



Special Mention



On Thursday morning we hold a Special Mention Assembly to celebrate achievements within school. If your child has achieved something really special outside of school we would be pleased to announce this on Tranmere Times. Please e-mail Mrs Reeve on victoriareeve@tranmerepark.leeds.sch.uk

Below are the children who received a Special Mention this week in Special Mention Assembly

CLASS	ATTAINMENT	ATTITUDE
EAGLES	George Morris	Poppy Borwell
SKYLARKS	Dylan Wright	Nate Reynolds
HERONS		Sophie Hawkins & Henry Taylor
RED KITES	Harry Armstrong	Oliver Haywood
WOODPECKERS	Will Farrar	Evie Fawcett
WRENS		Seb Verity-Smart & Seren Young
FALCONS		Evie Bowman & Lewis Hawksworth
PUFFINS	Andrew Lee	Eleanor Gribbin
KINGFISHERS	Louis Hanson-Settle	Oliver Houghton
DOVES		Emaan Ahmed

Mrs Martin also gave a special mention to Eliza Lee and Ruben Fernandez for always looking smart in their uniform.

Extended Services

Language Learners French & Spanish Classes Would you like your child to excel in languages? September is a great time to join us! Our classes have been established at Tranmere Park for many years. French and Spanish classes take place each week for all year groups. Our classes are small, fun, interactive and structured. We follow the Award Winning La Jolie Ronde structured programme. For further information please contact Zoë Dooley on 0113 2500809/07946577545 zoe@languagelearners.co.uk. www.languagelearners.co.uk www.lajolieronde.co.uk

Attendance

Our school target for attendance set by the Leeds City Council Attendance Strategy Team is 97%. The class averages for the week from the 6th – 9th September.

ROBINS		WOODPECKERS	99.2%
BLUEBIRDS		WRENS	96.7%
EAGLES	98.3%	FALCONS	98.4%
SKYLARKS	100%	PUFFINS	97.1%
HERONS	100%	KINGFISHERS	100%
RED KITES	97.3%	DOVES	99.2%

Well done to Skylarks, Herons and Kingfishers.

P.T.A.

Kirsten Finley
Kirsten Finley
Headteacher

