



# Welcome To The New Term

*The Messenger* ~ an information letter from the school office.

## **SAFETY REMINDER**

The school car park is for Staff use only.



For the children's safety, please do not bring your car into the school car park unless you have prior agreement or it is an EMERGENCY (this includes collection from after school clubs).

We have constant deliveries throughout the day and the car park can be very busy.

The children are taught to follow the yellow footprints around the school and use the zebra crossings where appropriate.



Please only enter the front of the school via the path and do not walk with your children through the car park. Children should be closely accompanied at all times when on their way to/from school and in the school grounds, we frequently see children running towards the exits of the school with parents trailing some way behind. Our children's safety is paramount.



*We use the Parentmail PMX system to communicate regularly with parents/carers. Communications include weekly home learning, bi weekly newsletters and information on trips and other important events.*

*Thank you to those parents who have signed up to Parentmail (96% of you!!). If you do not have access to e-mail, you can register your mobile phone number to receive urgent text messages from the school. This is particularly important as we are coming into the colder weather and may have to close the school at short notice due to snow. It is also a quick and easy way to pay for school trips and other items in the on-line school shop (please make sure you have verified your account). Please ask at the office if you require help logging on.*

## **Before School**

We are pleased to help in any way we can with your questions and queries however, it is getting increasingly congested at the office in the mornings. Our priority is getting the children in to their classrooms and learning! If there is something non urgent that you do need to speak to one of the office staff about we are happy to see you after school.

## **Reminders:**

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Please do not bring dogs into the school grounds.

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If you do not have access to a computer at home and would like to order Uniform or check Parentmail on-line, please ask at the office and you can use the computer in the reception area.

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Water bottles can be purchased from the office **AFTER** school at the price of £1.70, correct change is appreciated.

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Take time to read the Malvern Way Newsletter to keep up with current and forthcoming events. Our website is also a good source of information.

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Year 1 & Year 2 ~ Please return your Flu Immunisation and DfE Nationality/Country of birth forms to the school office as soon as possible. DfE forms by Friday please!!

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## SCHOOL FRUIT & VEGETABLE SCHEME

Each child aged four to six in LEA-maintained schools is entitled to receive a free piece of fruit or vegetable each school day.

The fruit is distributed every morning by our team of wonderful Parent Volunteers.

We are looking for Volunteers to distribute fruit on **Monday** mornings.

**If you could spare 20 minutes, once a week, please contact the office for further details.**

## Attendance

Routine non urgent medical/dental appointments should be made out of school hours. If your child has to attend a medical appointment for an ongoing condition within school hours, written evidence should be given to the office or the absence will be marked as unauthorised.

If your child is coming in to school late due to an appointment, please let the office know with as much notice as possible, we need to know by 9.30am at the latest if your child requires a school meal and what their choice is for that day.

Please e-mail [absence@malvernway.herts.sch.uk](mailto:absence@malvernway.herts.sch.uk)

On the same note, if your child is being collected from school by someone who is not on your child's regular contacts list, please let the Teaching Assistant know in the morning or the office know as soon as possible so we can relay the message to the classroom. We get multiple calls throughout the day and the phone line is often busy just before collection time.

Please e-mail [admin@malvernway.herts.sch.uk](mailto:admin@malvernway.herts.sch.uk)



There are 3 post boxes for you to use around the school (front gate, lobby and by Robin class door). By using these it saves the Teaching Assistants a great deal of time looking in book bags. You can also save yourself a trip to the office which can get quite congested.



Please take the time to have a look at our website ~ we like to hear your ideas on how we can improve it further!

In the coming months we will be adding more photos and examples of the children's work.

<http://malvernway.herts.sch.uk/>

### Vomiting and Diarrhoea

Thank you to the parents/carers who keep to the 48-hour rule to prevent the spread of infection. Unfortunately some parents are still sending their child back to school too early. Staff will turn children away at the door if they return before 48 hours to help prevent the spread of infection.

It is extremely important when you report an absence to be explicit with the reason and mention if your child is absent due to vomiting or diarrhoea. Reasons such as "Poorly", "Unwell" or "Sick" do not enable us to monitor trends within the school.

Our preferred method of communication is via e-mail to [absence@malvernway.herts.sch.uk](mailto:absence@malvernway.herts.sch.uk)

**It is important to follow the 48 hour rule from the last episode.**

Having a clear out? Donate your old clothing, shoes, handbags and belts to raise money for our School. The clothing bank is situated next to Heron and Owl classrooms.

We can collect:



- Clean clothing
- Paired shoes
- Handbags
- Belts

Please place your items in bags and place inside the clothing bank.

Please do not leave bags outside the bin.

The School receive 30p per kilo which can help fundraise **£60** each time it is emptied.

If you would like to learn more about the recycling process, please view this video that shows what happens 'behind the scenes' after the clothing is collected from school.

<https://www.youtube.com/watch?v=6tBQxfVUu1l>