



St. Stephen's School
and Children's Centre
Learning for Life

Headteacher's Newsletter

Issue 1

5th September 2012

Dear Parents,

I would like to extend a warm welcome to the families of all of our children at St Stephen's Schools and Children's Centre. I hope you have enjoyed a restful summer break and feel re-energised for the start of a new school year. A particularly special welcome to all the new families who have joined us at St Stephens, in the Nursery School, Reception class and many other year groups in school. I hope that your child's first days in school will be happy ones and they quickly feel at home in their new environment.

Lots will be happening over the next few weeks and the main purpose of this first newsletter is to provide you with some key information. Please also look out for class curriculum newsletters, explaining what the children will be studying this term, which will be given out during the 'meet the teacher' evenings next week.

As always, if you have any other queries or questions, please speak to your child's class teacher or to our friendly office staff who will do their very best to be of help and assistance. We regularly update school news on the website so please look there for new information.

Ms Neena Lall
Headteacher

AUTUMN TERM DATES 2012

Wednesday 5th September - School restarts at 8:55 am

SEPTEMBER

Thursday 6th September - Meet the teacher Open afternoon for the Reception classes
2.30pm

Monday 10th September - Maintained Nursery School opens

FAIRPLAY HOUSE RESIDENTIAL for Year 6

Tuesday 11th September - Meet the teacher Open afternoon for Years 1,3 and 5 at 3.30pm

Wednesday 12th September - Meet the teacher Open afternoon for Years 2 and 4 at 3.30pm

Thursday 13th September - Meet the teacher Open afternoon/ secondary school transition meeting for Year 6.

Thursday 27th September - Children's Centre Governance committee - 5pm

OCTOBER

Thursday 4th October - Governor's Meeting

Monday 15th October - Maintained Nursery and Day Care closure - staff training

Friday 19th October-Half Term holiday - School closes at 3:15 pm

Children's Centre and Day care will remain open.

Monday 5th November -Primary School restarts at 8:55 am

Nursery School 9am/12.30pm

I will inform you of any additional dates and events that may be set during the term.

AWARDS 2011-2012

Pupil of the year

- Reception-Bethel Azeta
- Year 1-Shona Shane
- Year 2-Hassan Shafeer
- Year 3-Mohammed Hussein
- Year 4-Navin Nair
- Year 5-Abirah Suresh
- Year 6-Alimah Begum

Year 6-attainment-Saima Hussain

Year 6 role model- Ahad Khan

I would like to take this opportunity to congratulate the children for all their hard work, efforts and achievements and thank all parents for their support for the school and their children.

SCHOOL UNIFORM

The school encourages all children to wear the uniform. The school sweatshirt may be purchased from the school office. Each item of uniform **must** be clearly marked with the pupil's full name. All PE clothing must be kept in the appropriate bag when not being used - **not** a carrier bag. Make up and nail varnish are not permitted. No jewellery may be worn in school, except for plain ear studs, if appropriate: one in each pierced ear. No sleepers or other earrings may be worn. The school will not accept responsibility for the loss of, or damage to, watches or ear studs. For pupils who wear headscarves these must be plain white.

Winter uniform

- White shirt/ polo shirt
- School sweatshirt with the name of the school on it or a grey cardigan
- Grey trousers/skirt/pinafore/leggings
- Black or white socks
- Black shoes - **not** trainers or boots

Summer uniform

- Blue gingham/checked summer dress
- White leggings
- Grey cardigan
- Grey shorts/trousers
- Black or white socks

- Black shoes or sandals - **not** open-toed or sling back or trainers

FOR INDOOR P.E (and outdoor summer lessons)

- White T-shirt
- Black shorts
- Black leggings optional for girls
- Black plimsolls

OUTDOOR P.E (Autumn/Spring)

- White T-shirt (school sweatshirt if cold)
- Black leggings/ black track suit bottoms
- Trainers

SWIMMING

- Swimming costume or trunks for swimming days (Year 4)
- Swimming hat (Year 4)

STAFFING

PRIMARY

- We welcome Laili Pervin to Year 2 from the Nursery school.
- We also welcome Amy Buchannan and Sarah Hooper two new teachers in the Primary.
- We are delighted to inform you that Emilie had a baby boy at the end of July. Mother and baby are both doing well.

NURSERY

- We have recruited 2 new Nursery teachers Ling Yan for blue room and Karla Davis for red room.
- We welcome Nabila Ghauri to the Nursery back from her maternity leave to red room.
- Shifa Begum has been recruited as a nursery officer in green room.

CHILDREN'S CENTRE

- Farzana Rahman has been appointed as a crèche worker.

ATTENDANCE AND PUNCTUALITY

Pupils are expected to attend school each day unless ill. If your child is absent due to illness you need to inform the school office as soon as possible. Your child will also need a letter from you on his/her return confirming the reason for his/her absence.

Please note:

The Primary School times are **8.55 a.m. - 3.15 p.m.**

There are staff in the Primary playground at 8.45 however you are still responsible for your children until 8.55 when you hand them over to the class teacher.

The school rules apply as soon as the children enter the school grounds.

The Nursery School times are morning **-9am-12 noon** and afternoon **12.30pm-3.30pm.**

It is important that your child arrives at school and is collected on time.

HOLIDAYS IN TERM TIME

Please note that the school keeps strictly to the National and Newham Policies regarding extended holidays:

1. Parents need to apply to the school for any leave

2. The school will only permit leave under **exceptional** circumstances
3. The pupil's place will be closed if the above steps are not taken
4. Parents should **not** request leave for pupils in **Year 6**
5. **Leave will not be granted if your child's attendance is below the School target of 96%.**

Extra-curricular clubs

We offer a wide range of lunchtime and after school clubs and an information letter will be sent out later this week with full details. We are always looking to expand the number of clubs on offer and already teachers give freely of their time to run clubs. We are lucky enough to have a number of parents who also help with supporting or running different activities. If you have a skill, hobby or enthusiasm that you have the time to share as a club, or know someone else who has, please contact Sarah Wright, Clubs Co-ordinator, for an informal chat.

Parent Survey

You may be aware at the end of last term we asked you to complete a questionnaire about various aspects of school life. I would like to thank you for returning the survey and will inform you of the results and actions taken in the next newsletter.

At St Stephen's we feel that education is a partnership between the child, you as parents and the school. We believe that children achieve more, are happier and thrive when schools and parents work together. Your views are very important and will be taken into consideration for any planning that takes place about future developments in the school.

Primary School Information

The school is required to keep up to date records and signed consent forms. The following documents will be given to your child in the next few days. Please would you ensure these are completed, signed and dated and returned to school by Friday 14th September.

1. Personal information update/Data protection agreement/ Local visits consent form
2. Home school agreement

If any of your personal information changes during the year e.g. mobile phone number, please inform the school offices immediately.

CONTACT US

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PRIMARY

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Nursery and Children's centre

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This newsletter is also available on the school website.

