



Woodmancote School
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Newsletter

www.woodmancoteschool.co.uk

Newsletter 6 24th November 2017

Children In Need-Friday 17th November

Thank you for your generosity last week. You helped raise £470.

Christmas Activities

Please see Diary Dates.

School Prayer Group

December 1st/January 12th/February 2nd/March 2nd/April - no meeting/May 4th/June 8th/July 6th

If you would like more information about the group, please contact Andrew Hiscock either by email: arhiscock@gmail.com or by telephone: 07926093738.

CAP (Christians Against Poverty) is an award-winning charity set up by John Kirkby in 1996. CAP offer free debt advice and counselling to individuals with unmanageable personal debt. CAP was recently recommended by Martin Lewis on the 'Good Morning Britain' programme.

The Debt Centre in Cheltenham covers Woodmancote and Bishops Cleeve, and has already helped several people living in this area. If you are struggling with debt and would like to know more, please contact the CAP Headquarters for an appointment in your own home. Call free on 0800 328 0006 or for more information, you can pick up a leaflet in school or contact Andy Brown, the Centre Manager on a Monday or a Friday on his mobile: 07841 679332.

Foodbank Vouchers

As we approach an expensive time of the year for many parents, we would like to remind parents that we can issue Foodbank vouchers. Please contact the NEST via the

contact details below. Mrs Greening is in school Tuesday, Wednesdays and Thursday, but Mrs McNamee is in Monday and Friday if you need to talk to someone.

Free School Meals

If you are in receipt of **any** of the following benefits then your child is likely to qualify for free school meals:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The Guaranteed element of State Pension Credit
- Child Tax Credit, provided you are not entitled to Working Tax Credit, and have an annual gross income (as assessed by HM Revenue & Customs) of no more than £16,190
- Working Tax Credit 'run-on' - paid for four weeks after you stop qualifying for Working Tax Credit
- Universal Credit

If you think that your child may be entitled to Free School Meals, it is now quick and easy to apply on-line. For more details see: <http://www.gloucestershire.gov.uk/education-and-learning/school-transport-and-free-school-meals/apply-for-free-school-meals/>

For every child that is entitled to free school meals the school receives extra funding to enhance provision and improve progress and outcomes for children. So please apply even if you do not wish to take up your free school meal.

It is necessary to apply for each child in a family separately.



Woodmancote School

If you would like any assistance with applying please contact the school office who will be able to help.

Football Team

Well done to the school football team who continue to have a fantastic season, winning all of their matches so far! Thanks to Mr Tucker and Mr McCanna for all their support.

Reception Nativity - Thursday 14th December 10am and 4pm

Every child is entitled to 3x tickets in total over the two performances. Please write what tickets you would like, and how many, in the home school diary as soon as possible, and we will allocate them. We will then let you know if we have any spare tickets, and these will be available on a first come first serve basis. Please can we remind you that **we are not able to accommodate babies or pre-school children at the 10am performance.** The children will stay in school before the Thursday afternoon performances, and it should last around an hour. If you have any further questions, please see class teachers.

Midday Supervisor Vacancy

We are looking for an enthusiastic Lunchtime Supervisor who enjoys working with children to work as part of our team to ensure that our pupils are safe and secure. The duties will include serving food and supervising the children whilst they eat their lunches and afterwards whilst they are playing outside or inside, depending on the weather.

The successful candidate will be reliable, trustworthy, able to work independently and will be expected to maintain a strong presence around the school, building good relationships with all pupils and encouraging good behaviour to promote a positive lunchtime atmosphere.

The post is for 5 hours per week, Monday to Friday, 12.15-1.15pm, term time only. For more details and an application form, see our website

<http://woodmancoteschool.co.uk/current-vacancies/> or speak to Mrs Williams in the office, admin@woodmancote.gloucs.sch.uk

Closing date: Fri 8th December

Book Fair

The Book People will be in school on Wednesday 6th, Thursday 7th and Friday 8th December selling a range of books suitable for Christmas presents. For every purchase the school benefits, so please support us over the three days. The Fair can be found in the Year 6 block, with further details to follow.

PTA News



It's been a busy few weeks and the preparations for the Christmas Fair are steaming ahead! We are hoping for a great turnout to make it a huge success.

The PTA have been working hard securing a fantastic set of raffle prizes, including:

- Bottle of Neptune Rum
- Purity gift pack plus brewery tour for two
- A full car valet from Cotswold BMW
- A hamper of goodies from Court Farm Shop
- Saucepan set and oven gloves



Electric toothbrush and toothpaste
 Vouchers for beauty treatments
 Vouchers for afternoon tea
 Vouchers for meal for 4
 Champagne
 Voucher from Stuart Holmes
 Digital magazine subscription
 Book token
 Garden centre voucher
 Signed book

PTA Dates for the Diary

We've even found time to look at some future events for next year, so here are some dates for your diary:

Pancake Flip: Monday 5th February 2017

Story Night (Reception): Tuesday 30th

January 2018

Disco (All Years): Thursday 22nd March 2018

Draft Lock Down Policy

In line with national guidance, we are looking at Lock Down procedures at school. Please find a draft policy/letter at the end of this newsletter. The Governing Body will be reviewing this on Monday 27th November. If you have any comments to make, please do so by 3pm on Monday.

head@woodmancote.gloucs.sch.uk

Many thanks

Diary Dates

27 th November	Mrs Baxter returns from Maternity and will join the NEST
6 th , 7 th and 8 th Dec	Book Fair by The Book People
Christmas at Woodmancote	
2 nd Dec	PTA Christmas Fair
13 th December	Christmas Dinner Day Further details to follow
14 th December	Year 1 at Woodmancote Church for a 6.30pm start

Week beginning 11th December	Reception Nativity Wednesday 13th at 10am for Little Chestnuts and Woodmancote Pre-School Thursday 14th at 10am for parents (no babies or pre-school aged children please) Thursday 14th at 4pm for parents (and children with a ticket)
15th December	Year 1 and Year 2 songs around the Christmas Tree at 9am Parents invited to come and join the children, stay for a drink and visit the classrooms
15th December	Christmas Jumper Day! All are welcome to come in festive knitwear.
18th and 19th December	Christmas Parties -All children may come in their own clothes for the two days
19th Dec	Last Day of Term 2
8th January 2018	Children return to school after Christmas break



Little Chestnuts
 Play. Learn. Grow.

Little Chestnuts opened its doors to the first children on Monday and we have

been delighted with how well they have all settled. If you have any queries about the setting, please contact the office. We still have spaces and are taking bookings for after Christmas.

NEST

(Nurturing and Emotional Support Team)

Mrs Greening-Lead and responsible for Special Educational Needs

Mrs McNamee-Pastoral support

Mrs Lee-Medical Support

Mrs Baxter-Pupil Premium and academic support

lmcnamee@woodmancote.gloucs.sch.uk

agreening@woodmancote.gloucs.sch.uk

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Woodmancote School

Staff Contact Details

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Miss Simcock	nsimcock@woodmancote.gloucs.sch.uk

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Mrs Jordan	sjordan@woodmancote.gloucs.sch.uk
Miss Perkins	sperkins@woodmancote.gloucs.sch.uk
Mrs Meredith-	zmeredith-

EMERGENCY LOCK DOWN PROCEDURES

Dear Parents

We have reviewed our existing emergency practices such as evacuation and fire drill to include lockdown procedures. Lock down procedures are important and would be used in response to an internal or external incident which could threaten the safety of children and staff in school. Lockdown procedures may be activated in response to any number of situations such as:

- 1. A reported incident or disturbance in the community**
- 2. An intruder on site**
- 3. A warning being received regarding a local risk of air pollution (smoke, gas cloud)**
- 4. A major fire in the vicinity of the school**
- 5. The close proximity of a dangerous dog**

The procedure aims to minimize disruption to the learning environment whilst ensuring the safety of all pupils and staff.

Our procedure is as follows:

- In the event of an emergency a signal of (three short, three long, three short intermittent bells (SOS)) will be rung continuously.
- This means the school will carry out the lockdown procedure
- Staff will ensure that all pupils are inside the school buildings
- If children are outside, staff will bring them back into their classrooms
- All outside doors will be locked and all windows closed that may be open
- The registers will be taken and any child not present will be notified to the head and office staff who will arrange for a search for the missing child/adult.
- Staff will ensure all outside doors are locked and all key pad doors have the key pads engaged
- In the event of the need to call emergency services the head/teacher in charge and office staff will dial 999 and request the emergency service required
- The all clear signal will be given by the head/teacher in charge and /or office staff in person to each class
- A parent mail message will be sent to advise of the emergency and a note will be posted on the ticker of the website

- If we are still under a warning at 3.15 the children will only be released from school to their parents or a nominated representative. Any children that are not collected will be taken to the entrance hall and be supervised until parents come to collect them and take them home. It is unlikely that parents will be required before the usual end of day.

Fire Evacuation

In the event of the need to **evacuate** the building we follow our usual fire drill procedures which are well rehearsed. Evacuation is announced by the ringing of a continuous bell either as a result of a fire point being activated or by manual activation as part of a drill. A register is taken and a search mounted for any missing child or adult. Office staff ring 999. No-one returns to the building until the head/ teacher in charge or office staff give the all clear.

In the event of a real fire/ need to evacuate a parent text message will be sent to advise of collection arrangements and the children will be supervised until collected by parents.

Premises evacuation / emergency plan

If we need to evacuate the school grounds, we have an arrangement with Grangefield School.

In the event of an evacuation of the school grounds still being in operation at home time a parent text message will be sent to advise of collection arrangements and children will be supervised until collected by parents.

Staff will share the procedures for lockdown with classes and we will shortly be carrying out an emergency lock down drill on a regular basis as we do our fire drills.

In the unlikely event that we have to put this process into action we need to ensure that parents are aware of the arrangements regarding the collection procedures for the end of the day.

If you have any questions about our procedures or require further clarification, please do ring me at school.