

Coopersale Hall School



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HEADMISTRESS

MISS KAYE LOVEJOY CERT.ED., B.ED. (HONS)

7 January 2016

Dear Parents

Happy New Year to you and your families! I hope that you enjoyed the holidays and the time together with families. Thank you for the many lovely gifts I received for Christmas. It was very generous and thoughtful of you.

We have a busy term ahead so do check our website and your portals/group call for information. All our extra-curricular activities begin this week as well as swimming for Years 3 and 4. We shall also be continuing our coffee mornings for parents, several class assemblies to which parents are invited, a parent workshop on phonics and a drop in morning for parents to view your children's work informally. This term is also a very busy one for Year 6 pupils as they sit their various 11+ senior school examinations. We wish them good luck.

Early Years' Autumn Term Reports

All Early Years' pupils received our new style reports via the parent portal. I hope that you found these helpful and informative. If you have any comments about the report, please do not hesitate to contact your class teacher to discuss.

Parent Portal

You will find a number of useful documents on the parent portal to help keep you informed about school life and as a way of ensuring you have all the relevant information you need about your son or daughter and about the school. Should you need any support in accessing the portal there is a dedicated email address to contact: support@oaktreeschools.co.uk and the team will be happy to help.

Coffee Mornings with Mr Hagger and Miss Lovejoy

This term parents from Year 3 to Year 6 will receive an invitation to join Mr Hagger and myself to discuss school life. Do come along and have a chat over a cup of coffee, share your views or ask questions. The coffee mornings take place from 8.45-10.00am on Thursdays in the Breakfast Club Room; dates for each group are at the end of this letter.

Drop-in Morning

The idea behind the Drop-in Morning is for children to show off their work to their parents in a totally informal way. These are not formal 1:1 Parent/Teacher consultations. Parents are invited to the classroom first thing in the morning to have a look through their child's books and folders and admire the work on display.

Safeguarding Children

Keeping children safe in school is our utmost priority and the Safeguarding Children Policy is available for all parents to read on the school website. You can also request a paper copy from the school office, if you prefer. In school we have two 'Designated People' for Safeguarding; myself and Mrs Sarah Watson, Deputy Head. In line with good practice members of staff and pupils are reminded regularly about whom to go to if they have any concerns and about how we deal with concerns when they are raised.

Welcome to New Staff

We welcome two new members of staff to Coopersale Hall this term; Mrs Christine Greig will be teaching Piano. I am delighted to announce that over the Christmas holidays Miss Brighthouse married. We send our congratulations to the new Mr and Mrs Doherty.

Uniform

Please ensure that the children come to school wearing the correct winter uniform, **all** of which is clearly labelled. **At this time of year the children will need to bring a winter coat every day.** Children should wear winter uniform until, at least the February half term, after which they may wear summer uniform if March proves to be warm and mild!

Pupil Absence

Please note that parents are required to ensure that their children's attendance does not fall below 90%. If it does the school is obliged to request medical evidence from parents. If attendance remains below 90% and medical evidence is not provided then it will be marked as an unauthorised absence and notified to the Essex Welfare Officer.

Security

One of the difficulties in having a large site is that of security. Whilst it is vital to ensure the safety of all people on site, it must also be possible for visitors, parents, deliveries etc. to be able to enter. Bearing this in mind we have in place the following:

- All internal gates are kept shut (parents should not prop them open if they have buggies)
- Main external doors have keypads permitting controlled access to school buildings during school hours and CCTV and the grounds
- Our maintenance team are very vigilant, they also double up as security and routinely patrol the site at varying points in the day
- All staff have a heightened awareness of security and know they must challenge anybody on site during the day
- We have excellent staff to pupil ratios for play times to ensure we know the whereabouts of the children at all times
- Children are always escorted to and from the Science block and games areas

Please remember that all parents, pupils and visitors should sign in at the office if arriving before or after normal school drop off and collection times.

Smoking

Please note that no smoking, including e-cigarettes, is permitted on school grounds.

Snow

Although our 'Boys in Blue' work hard to keep the lane clear and we try to keep the disruption to the children's education to a minimum, parents should check the website for updates and announcements in the event of heavy snow. We will also aim to text parents by 7.15am.

Annual End of Year Celebrations

An advance date for your diaries: Early Years' Celebration and Key Stage 1 and 2 Speech Day and Prizing Giving will take place on Tuesday 5 July in the marquee on the terrace lawn. Early Years' starting at 1.30pm and Key Stage 1 and 2 starting at 4pm. Parents are invited to join us.

Forthcoming Events

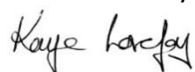
Thursday 7 January 2016	Nifty Fingers Starts – by invitation – 8.25am to 8.45am Fencing Starts – Groups 1 and 2 – 3.10 to 4pm and 4.10pm to 5pm Knitting Starts – 3.30pm to 4.30pm Piano Starts – Lunch/School Hours Speech and Drama Starts – 12.30pm to 1.30pm Swimming – Years 3 and 4 – 9.30am to 11.30am – Ongar Leisure Centre
Friday 8 January	Art Club Starts – Years 5 and 6 – 3.30pm to 4.45pm Tennis Starts with David Watson – 3.15pm to 4.15pm Yoga Starts – 7.45am to 8.30am
Monday 11 January	6-A-Side Football at North Weald Golf Club – by invitation – 3.45pm Gym Club Starts – 3.30pm to 4.45pm Singing Lessons Start – Lunch/School Hours NO RAINBOWS
Tuesday 12 January	Out of the Box Starts – by invitation- Years 3, 4, 5 and 6 – 3.30pm to 4.15pm Football Club Starts – 3.40pm to 4.40pm Drama Club Starts – Transition and Year 1 – 3.15pm to 4pm Netball Club Starts – 3.30pm to 4.30pm Out of the Box Starts – by invitation – Years 1 and 2 – 3.15pm to 4.15pm
Wednesday 13 January	Creative Writing Starts – by invitation – 3.30 to 4.15pm – 4.15 to 5.00pm Science Club with Mrs Carter Starts – Year 4 – 3.30pm to 4.30pm Reading Buddies – 9am to 10am

Thursday 14 January	Multi Sports Starts – 3.10pm to 4.10pm Year 5 Parents Coffee Morning with Miss Lovejoy and Mr Hagger – 9am Swimming – Years 3 and 4 – 9.30am to 11.30am – Ongar Leisure Centre
Friday 15 January	Drama Club Starts – Transition and Year 1 – 3.15pm to 4.15pm Drama Club Starts – Years 2 to 6 – 4.10pm to 5.10pm
Monday 18 January	Rainbows Starts – 3pm to 4pm
Wednesday 20 January	Year 3W Class Assembly – Parents Welcome – Coffee after – 9am
Thursday 21 January	Year 2 Parents Coffee Morning with Miss Lovejoy and Mr Hagger – 9am Swimming – Years 3 and 4 – 9.30am to 11.30am – Ongar Leisure Centre
Saturday 23 January	ISA National Swimming Championship – by invitation
Thursday 28 January	Year 3 Parents Coffee Morning with Miss Lovejoy and Mr Hagger – 9am Swimming – Years 3 and 4 – 9.30am to 11.30am – Ongar Leisure Centre
Friday 29 January	Parent Workshop – Horrors of Homework – KS1 and KS2 – 9am to 10am
Wednesday 3 February	Year 2 Davis Class Assembly – Parents Welcome – Coffee after – 9am
Thursday 4 February	Years 4 Parents Coffee Morning with Miss Lovejoy and Mr Hagger – 9am Swimming Years 3 and 4 – 9.30 to 11.30am – (last one)
Friday 5 February	Year 3R Class Assembly – Parents Welcome – Coffee after – 9am
Monday 8 February	Pancake Races – All Year Groups – All Parents welcome – 9am to 10am 6-a-side Football Tournament – by invitation – North Weald
Tuesday 9 February	ISA Cross Country Competition – by invitation (Years 5 and 6)
Wednesday 10 February	Year 1A Class Assembly – Parents Welcome – Coffee after – 9am
Thursday 11 February	Swimming Years 5 and 6 – 9.30am to 11.30am – Ongar Leisure Centre
Friday 12 February	Early Years Parents Reading/Maths Workshop – 9am
HALF TERM	Monday 15 February – Friday 19 February
Wednesday 24 February	Scottish Dance Assembly – by invitation – Parents Welcome – 9am
Wednesday 2 March	Year 1D Class Assembly – Parents Welcome – Coffee after – 9am
Thursday 3 March	Cross Country – Prep Schools at Coopersale – 1.45pm – by invitation Years 3 to 6
Monday 7 March	Reading Buddies – 9am
Wednesday 9 March	Year 1G Class Assembly – Parents Welcome – Coffee after – 9am Bikeability Year 6 – 9.30am to 12 noon and 1pm to 2.30pm Netball Tournament at Bancroft’s – 12.15pm to 4.30pm
Thursday 10 March	Cross Country – Local Schools at Coopersale – 1.45pm – by invitation Years 3 to 6
Friday 11 March	OPEN MORNING - All Parents Welcome - 9am to 11.30am Bikeability Year 6 – 9.30am to 12 noon and 1pm to 2.30pm
Monday 14 March	6-a-side Football Tournament – by invitation – North Weald
Wednesday 16 March	Year 2B Class Assembly – Parents welcome – Coffee after – 9am Bikeability Year 6 – 9.30am to 12 noon and 1pm to 2.30pm 5-a-side Football Competition – by invitation at Woodford Prep – 1.15pm
Thursday 17 March	Drop In Morning – Whole School – All Parents – 7.45am to 8.45am
Friday 18 March	Bikeability Year 6 – 9.30am to 12 noon and 1pm to 2.30pm
Tuesday 22 March	Netball Tournament at St Andrew’s School – 9.15 to 12.30pm
Wednesday 23 March	Easter Assembly followed by Easter Bonnet Parade – 9.30am
Last Day of Term	Wednesday 23 March – Back to School Tuesday 19 April

I wish all our pupils, parents and friends a happy, healthy and successful 2016. If you should need to discuss any issues, do pop in or ask for an appointment to speak to myself.

With best wishes for the New Year

Yours sincerely



Kaye Lovejoy
Headmistress

