



Coopersale Hall School

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HEADMISTRESS

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

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October 2017

Dear Parents

I hope your children have enjoyed the first few weeks of term, particularly if you joined us for the first time in September. The pupils have settled very well and I have been delighted to see them rising to the challenges of the new school year.

We have a busy month ahead as you will see from our Dates List and I hope to see many of you at our various events.

Thank you to everyone who supported the Year 2 Cake Sale to raise funds for Mercy Ships. I am delighted to report that £367.91 was raised.

OAK-TREE SCHOOLS ANNUAL FIREWORKS DISPLAY

Parents have already received a letter about this lovely event. The display will take place on Sunday 12 November 2017 from 4.30pm to 6.30pm and will be held in the grounds of Oaklands School in Loughton. It is an excellent evening for all the family. Due to the enormous demand (over 1000 tickets were sold last year), tickets will only be available to purchase before the event, and should be bought by Monday 16 October. All profits from the evening will go back to the Parents' Associations, with the teams from Oaklands, Normanhurst, Coopersale Hall and Braeside joining together to help run the event. If you would like to join us, please remember to contact the office about tickets before the deadline.

REMEMBRANCE SUNDAY

Representatives from Years 3-6 will be invited to attend the annual Remembrance Parade in Epping and lay a wreath on behalf of Coopersale Hall School on Sunday 12 November. Further details will be sent shortly.

PARENTS' EVENINGS

Formal Parents' Evenings for Transition to Year 6 pupils will be held just before half term on Tuesday 14 November and Thursday 16 November. You will be able to book your appointment on line.

COFFEE MORNINGS

Matthew Hagger and I will be holding our annual coffee mornings on Tuesday mornings starting on Thursday 9 November. Please check the Dates List below for your class time.

REMINDERS

OPEN MORNING

Our Open Morning for prospective and current parents is on Tuesday, 3 October from 9.15am. Please let the office know if you would like to come along and see the school at work and refresh your memories of areas of the school with which you may be less familiar.

MANNERS AND ETIQUETTE

We like our pupils to have good manners, saying please and thank you as appropriate, standing aside for adults. We are encouraging all our pupils to use a knife and fork correctly to eat their main courses and spoons for desserts. We would appreciate your support in these areas, particularly with the younger children.

FLU IMMUNISATION

On Wednesday 11 October, nurses from the NHS will be coming to school to administer flu jabs to all children from age 4 for those parents who wish to opt into the service. Further details will follow.

THE BEGINNING OF THE SCHOOL DAY

As you are aware, we pride ourselves on our 'open door' policy at Coopersale Hall. Please do accompany your child to their classroom if you do need to speak briefly to a teacher at the start of the school day. However, all classrooms should be vacated by 8.45am so that the class teacher can take the register. If you have a concern that you think will take longer than a minute or two, please make an appointment to see the teacher before or after school hours via the school office. I hope that you will appreciate that it is important for the class teacher to be available to greet all the children as they enter the classroom and to start teaching the class on time. Thank you for your cooperation.

1PM COLLECTION FROM LOWER KINDERGARTEN

Whilst we appreciate that parents collecting children from Lower Kindergarten at 1pm enjoy watching older siblings and friends at play, we must ask that you leave the premises promptly so that other children are not distracted and for the general security and safety of the pupils. Thank you for your co-operation.

AFTER SCHOOL CLUBS COLLECTION

Please wait in the courtyard when collecting children from clubs held in the main house (other than Tea Time) and the children will be brought to you. Any child who is not collected will wait in Tea Time Club.

Please note that parents or adults collecting children must not allow the children to re-enter any school buildings without staff permission. It is important that we know which pupils and adults are in school at any time in case of fire alarms and general health and safety.

NO DOGS

No dogs are allowed on school premises at any time (unless they are assistance dogs i.e. guide dogs).

HOT DRINKS

Please note that in the interests of safety, hot drinks are not permitted to be brought into the hall by guests attending assemblies, concerts, displays etc.

JEWELLERY

Earrings are not permitted at school. They can be torn unintentionally from the ears causing injuries. If a child has newly pierced ears, studs must be taped over for PE/Games lessons. We would advise that ears should be pierced at the beginning of the Summer holiday so that the ear studs/rings can be removed easily when school begins in September.

TRAINERS

As the uniform list states – trainers should be predominately WHITE. This not only looks smarter but avoids pupils showing off and competition between pupils in wearing the latest designs. Please ensure that all uniform items are named, including shoes.

CHANGE OF CONTACT DETAILS

Please inform the office if any of your contact details have changed so that we can contact you as necessary.

SCHOOL DEFIBRILLATOR

You might like to know that Coopersale Hall has a defibrillator in the office. We hope we shall never have to use it, but five members of staff have been trained in its use.

WEBSITE

Our website and app, including the School Calendar, are updated regularly. Do check it for the latest information. We tweet headline news several times each week so do look for us at @CoopersaleHSch.

FORTHCOMING DATES

Monday 2 Oct	School Photos being taken – Individual & Family - Whole School – AM
Tuesday 3 Oct	Open Morning – 9.15am-11.30am
Wednesday 4 Oct	Harvest Festival for Years 1 – Years 6 – 9am Harvest Festival for Early Years 2pm
Friday 6 Oct	Yoga On
Monday 9 Oct	PIRA/PUMA Test Week – Years 1 – 6
Wednesday 11 Oct	Flu Vaccinations – Transition to Year 6 - Details to follow
Thursday 12 Oct	Cross Country League Races – By Invitation Only – from Years 5 & 6 – 3.30pm-5.30pm
Friday 13 Oct	Netball Tournament – By Invitation Only - @ Redbridge Sports Centre
Monday 16 Oct	Golf - Last one of the term PIRA/PUMA Test Week – Years 1 – 6
Thursday 19 Oct	House Cross Country Races – Years 2 – 6 – 1.45pm-3.00pm
Friday 20 Oct	French Day Trip – Year 4 – <u>POSTPONED TO NEXT TERM</u>

HALF TERM HOLIDAYS MONDAY 23 OCTOBER TO FRIDAY 3 NOVEMBER

Tuesday 7 Nov	Upper Kindergarten Baker trip to Gruffalo Trail – AM/PM Year 6 Taster Morning at St. Edmunds – 8am-2pm
Thursday 9 Nov	Coffee Morning for Lower & Upper Kindergarten Parents with Miss Lovejoy & Mr Hagger - 9am
Tuesday 14 Nov	Parents Evening – 3.30pm-7.00pm Upper Kindergarten Thomas trip to Gruffalo Trail – AM/PM
Thursday 16 Nov	Coffee Morning for Transition Parents with Miss Lovejoy & Mr Hagger – 9am Parents Evening – 3.30pm-6.00pm Upper Kindergarten Cambridge trip to Gruffalo Trail - AM/PM
Friday 17 Nov	Year 1A Class Assembly followed by coffee with Miss Lovejoy – 9am
Thursday 23 Nov	Coffee Morning for Year 1 Parents with Miss Lovejoy & Mr Hagger – 9am
Friday 24 Nov	Transition Pettigrew Class Assembly followed by coffee with Miss Lovejoy – 9am FOCHs Christmas Fayre – 2pm-4.30pm – All Welcome
Wednesday 29 Nov	Year 1 Trip to Gunpowder Mills – AM/PM
Thursday 30 Nov	Coffee Morning for Year 2 Parents with Miss Lovejoy & Mr Hagger - 9am
Friday 1 Dec	Year 2 Singing at Epping Christmas Market – 4pm
Saturday 2 Dec	Years 3-6 Singing at St. John’s Church Epping Christmas Tree Festival - 11am

- Monday 4 Dec Reindeer Visit & Mummy & Daddy Shop – FOCH Treat AM/PM
Singing Assembly (For those children having singing lessons – parents welcome) 9am
Year 2 visiting St. John’s Church to see the Christmas Trees
- Tuesday 5 Dec Lower & Upper Kindergarten Christmas Concert – 9am – Parents Welcome
Years 1 & 2 Christmas Play – 2pm – Parents Welcome
- Wednesday 6 Dec FOCHS Panto Day
Lower & Upper Kindergarten Panto – Hansel & Gretel – 9.30am
Transition & Year 1 Panto & Workshop – Hansel & Gretel – 10.15am
Years 1 – 6 Panto – Snow White – 2pm start time in Chelmsford
- Thursday 7 Dec Coffee Morning for Year 3 Parents with Miss Lovejoy & Mr Hagger – 9am
Christmas Lunch – Whole School
Years 1 & 2 Christmas Play – 2pm – Parents Welcome
Year 5 to Pelly Court – Singing carols to the elderly – 2pm
- Friday 8 Dec Transition Christmas Play – 9am – Parents Welcome
Year 4 to Tree Tops – Singing carols to the elderly – 2pm
- Monday 11 Dec Years 3-6 Christmas Parties – 1.30-3.30pm
- Tuesday 12 Dec Transition, Years 1 & Year 2 Christmas Parties – 1pm-3pm
Carol Service at St. John’s Church Epping - Years 3 – 6 All Parents Welcome

WEDNESDAY 13 DECEMBER LAST DATE OF TERM

Term ends at 11.30am for Early Years
11.45am for Years 1 & 2
12pm for Years 3-6

TUESDAY 9 JANUARY FIRST DAY OF SPRING TERM 2018

As always, if you have any concerns or questions you would like to discuss, please contact your child’s form teacher or telephone the school office to arrange an appointment. We would be very happy to see you.

With very best wishes

Yours sincerely



Miss K Lovejoy
Headmistress



OAK-TREE SCHOOLS is the group name of:

BRAESIDE SCHOOL, BUCKHURST HILL • COOPERSALE HALL SCHOOL, EPPING • NORMANHURST SCHOOL, NORTH CHINGFORD • OAKLANDS SCHOOL, LOUGHTON
HEAD OFFICE ADDRESS: 6-8 ALBION HILL, LOUGHTON, ESSEX IG10 4RA

GROUP MANAGING PRINCIPAL: MR MATTHEW HAGGER B.A. (HONS), M.ED., PGCE PRINCIPALS: MR NICHOLAS HAGGER M.A. (OXON), MRS ANN HAGGER CERT. ED.

Coopersale Hall School is the trading name of Coopersale Hall School Ltd; registered in England at 6 Albion Hill, Loughton, Essex IG10 4RA; company number 3524644

