







Moving from Year 1 to Year 2

Welcome to Year 2 Newsletter!

YEAR 1 CLASS & TEACHER		NEW YEAR 2 CLASS & TEACHER
BADGER MRS ASHMORE & MRS BAKER		FROG MR THOMPSON
HEDGEHOG MISS MCKENZIE- WARD		OTTER MISS GREGORY
HERON MISS STOKES		KINGFISHER MRS BAKER & MRS BHANDAL
SQUIRREL MISS TAYLOR		RABBIT MRS MISTRY

Year 2 staff

Kingfisher Class - Mrs Baker



& Mrs Bhandal



Rabbit Class - Mrs Mistry



Otter Class - Miss Gregory



Frog Class - Mr Thompson



Drop off and Collections

Where to drop off and collect each class:

Class area to drop off and collect children
Otter - Main KS1 playground, door by classroom
Rabbit - Back of the school, outside the class back door
Kingfisher - Back of the school, outside the class back door
Frog Main - KS1 playground, door by classroom

The School Day

- We open our doors at 8:30am to welcome children in until 8.50am
- Playground gates are locked at 8.50am
- It is really important children arrive in time for school. Class registers are taken at 8.50am.
- Children arriving later than 8:50am will need to sign in at the office.
- The school day finishes at 3.10pm

Attendance

- If your child is absent from school you must inform school of the reason before 9.30am on each day of absence.
- Call 0121 5521885 you can leave a message at any time or speak to someone in the office from 8am.
- If you have not reported the absence then you will receive a 'First day' call to find out why your child is not in school or a home visit may be completed if we cannot speak to a parent.
- If you do intend taking your child out of school during term time you need to fill in a Leave of Absence request form (at least 10 days before the absence). These forms are available from the school office.
- Leave of Absence will only be authorised if it is for exceptional circumstances, and is significant, rare, unavoidable and short.
- Attendance is closely monitored by school and you will be informed if your child's attendance falls below 90%.
- Our Attendance Officer is Mrs Deane.
- We have an allocated School Attendance Officer, Clare Loveridge from the Sandwell School Attendance Team. She will work with school to monitor and support families to improve school attendance.

Snack time & Drinks

- Every child is expected to have a water bottle in school every day.
- Water bottles need to be clearly labelled with the child's name. These will be sent home each day to be washed.
- If you would like your child to have milk at playtime, you will need to order and pay directly to our milk provider 'Cool Milk' - www.coolmilk.com
- It is optional if children wish to bring their own fruit to eat during snack time. All children will be offered free fruit throughout the day.
- Children should only bring fruit (fresh/dried) or vegetables for snack time.

School Fund

- The school fund is vital in helping to provide services and equipment not supplied by central government.
- School budgets are very limited
- In the past it has been used to purchase ingredients, games equipment, gardening equipment including seeds for planting.
- We ask for a voluntary donation to school fund which can make a real difference!
- It can be paid weekly, termly or as a lump sum -
- £1 every week, pay 1/3 (£10) at the beginning of each term (Sept, Jan, April) or pay a lump sum of £30 in September.
- Anyone unable to make this payment is welcome to make a small contribution.
- This should be paid by parent pay.

Hot Dinners - Relish

- You are able to order hot and cold food.
- Orders can be made weekly and termly.
- Please ensure you keep school informed of any allergies/dietary requirements your child may have.
- Parents will order all the food for children in the new system - main, sides and pudding.
- You need to pre-order children meals in advance, meals cannot be ordered at home on the day.
- If children are not in the classroom for the register in the morning, their meal order is cancelled to prevent food wastage but it will be re-ordered when they sign in at the school office.

GDPR

- Data protection came into force in May 2018, the school's privacy policy is available on the website.
- Parents have to give consent for school to use photographs and videos of children, if changes need to be made to these please speak to your class teacher.
- During class assemblies and special occasions such as the Christmas production, parents will be allowed to video and take photographs (unless there is a safeguarding reason for a particular child whereby videoing and photographs will not be allowed).
- Parents are reminded that the videos/photographs are for their own personal use and are not to be uploaded on social media if other children are in the background.

Medication

- If your child needs medication in school, a 'request for school to administer medication' form will need to be completed. These are available at the main office or they are on our website.
- Without the specific details of medication, dosage, time to administer medicine, etc, the medicine will NOT be administered.
- When medicine is administered, the class teacher will notify you at the end of the day so you can sign the form.
- This applies to medicine such as inhalers, antibiotics, allergy medicines, etc

Things to tell the teacher...

- Administering medicines - forms must be completed before we can do this.
- If someone different is collecting your child.
- Phone the school if you are running late at the end of the day.
- Messages can be given at the door, when the children come in but these must be brief!
- Teachers are available after school most days if you need a little longer to talk to them. If you would rather speak to a teacher over the phone then you can call the school office on 0121 5521885 to arrange a time with the class teacher.
- You can also send an email to the headteacher on deborah.walker@mfi.school or to the deputy headteacher on jayne.davis@mfi.school with your query.
- If there is a change in circumstance at home and it may affect your child's behaviour or wellbeing in school.

Parent Pay

- We use a system called 'Parent Pay' which will enable you to pay for trips, sports clubs after school etc online or at local shops who have Pay Point.
- All families will need to have Parent Play set up.
- You should already be set up with Parent Pay but if not see the office for details.

Jewellery

- We would prefer it if the children did not wear jewellery to school.
- However, if it is for religious or cultural reasons then you will need to request this in a letter to the Head teacher.
- On PE days jewellery should not be worn. If children are wearing religious bangles and cannot remove them, then they must wear a sweat band over them. All necklaces must be removed for PE.
- Earrings should only be a **small stud** and will need to be covered with a plaster for PE, if they cannot be removed.
- Children need to bring their own plasters in to cover earrings on PE days

PE

- Children need to come to school wearing their PE kit on their allocated PE day:
- This must be pumps or trainers, **white t-shirt, black shorts/tracksuit bottoms/leggings and their school jumper/cardigan.**
- NO JEWELLERY should be worn. Newly pierced earrings need to be covered at home before school or plasters sent in to cover them before the session.
- Long hair should be tied back.
- When children are performing more challenging moves e.g. forward rolls, teachers may support them.
- Children should not be wearing non-uniform style sports clothes on PE days.

School Website

- Please take a look at our school website for a wealth of information and updates regarding our school.
- Each subject has a subject page where you can find out what your child is learning in school.
- There is also a virtual library on there where children can listen and watch their favourite stories being read.
- www.moatfarm-inf.sandwell.sch.uk

Pupil Premium

- Children in receipt of Pupil Premium have been receiving food vouchers for £15 per week during the school holidays from Sandwell Council. If you think you may be entitled to this funding then please speak to the school office or look on the Sandwell website - [Free school meals | Sandwell Council](#) to register your child.
- School also receive additional funding to support interventions in school for children in receipt of Pupil Premium Funding.
Collect a Free School Meals form from the school office

Reminders....

- School uniform - name on everything
- School book bag*/ruck sack - name on it, *available at school office
- Water bottle - name on it, available at school office
- Lunch box/bag - name on it
- Coat - name on it
- Ensure your child remains with you when you enter the school site.
- Please do not let your children play with any of the school equipment on site before or after school
- Children should not ride bikes or scooters on site. There should be no adult scooters or bikes on site
- Dogs are not allowed onsite
- We are a no smoking & no vaping site

Dates for your diary - Autumn Term 2023

Monday 4th September 2023 Training Day

Tuesday 5th September 2023 Training Day

Monday 6th November 2023 Training Day

Friday 1st December 2023 Training Day

Monday 19th February 2024 Training Day

Children return to school on Wednesday 6th September 2023

Sandwell Term Dates

Autumn term 2023

- Term starts: Monday 4th September 2023, 2 Teacher training days
- Children start Wednesday 6th September 2023
- Half-term holiday: Monday 30th October to Friday 3rd November 2023
- Term ends: Friday 22nd December 2023
- Christmas holiday: Monday 25th December 2023 to Friday 5th January 2024

Spring term 2024

- Term starts: Monday 8th January 2024
- Half-term holiday: Monday 12th February 2024 to Friday 16th February 2024
- Term ends: Friday 22nd March 2024
- Easter Holiday: Monday 25th March to Friday 5th April 2024

Summer term 2024

- Term starts: Monday 8th April 2024 (Bank Holiday Monday 6 May)
- Half-term holiday: Monday 27th May 2024 to Friday 31st May 2024
- Term ends: Monday 22nd July 2024
- Summer holiday starts: Tuesday 23rd July 2024

Don't forget to keep checking our website and marvellous me app!

[Moat Farm Infant School \(MFIS\) \(moatfarm-inf.sandwell.sch.uk\)](http://moatfarm-inf.sandwell.sch.uk)