



SEVA SCHOOL

'Service, Excellence, Virtues, Aspiration'
Spring Term 2016

Primary Standard Issue 1

Monday 1st February

Waheguru Ji Ka Khalsa Waheguru Ji Ki Fateh

Dear Parents/Carers

It gives me great pleasure to write to you as the new interim Primary Leader of Seva School, and to welcome you to a very busy, but exciting term ahead.

I would like to thank all staff, children, governors and parents for the warm welcome you have given me so far. I am incredibly fortunate to be supported within the Primary Team by Mrs Celia Varley and Mrs Bridget Goodrich, both of whom are highly skilled professionals, who like Mrs Hammond and myself are committed to ensuring your children receive the best possible education. I have the very highest of expectations of all the Primary Staff and pupils, and through working in partnership with you, we will continue to raise standards across the Primary Phase, allowing all individuals to achieve their true capabilities.

Attendance

It is essential that your child attends school every day if they are to achieve their true capabilities. If any child's attendance is below an acceptable level they will be asked into school to meet with me, to discuss ways we ensure your child can achieve the 98% - 100% attendance we expect of all our pupils. Children who demonstrate excellence attendance throughout the term will be rewarded in our special celebration assembly at the end of each term.

Class	Attendance
Reception	94.6%
Year 1	98.4%
Year 2AK	93.3%
Year 2LH	97.1%
Year 3SP	98.4%
Year 3TY	95.2%
Year 4	85.2%

We expect all classes to be achieving 98%+ for attendance each and every week. All children should be in school every day unless they are ill. The School does not condone anyone taking holidays during term time. Please refer back to the statutory guidelines on Attendance produced by the Department for Education (DfE).

E-Safety

Children and young people spend a lot of time online – it can be a great way for them to socialise, explore and have fun. But children do also face risks like cyber bullying or seeing content that's inappropriate.

A really good website to use to give you everything you need to know about keeping your child safe online is: <https://www.nspcc.org.uk/preventing-abuse/keeping-children-safe/online-safety/>

Whether you're unsure about what happens online or are up to speed with the latest technology, it is important that you talk to your child about staying safe.

It may feel daunting, but you don't need to be an expert on the internet. Understanding what your child does online and the risks they face will help you keep your child safe online.

Uniform

Thank you for maintaining our high standards with uniform. All pupils look very smart and are a credit to you and the school. Please make sure your child also has the correct uniform for PE at the beginning of each week.

Parents' Consultations

We will be holding parent consultation for Reception, Year 1, 3 and 4 on Tuesday 1st March from 4.30 – 6.30pm and Thursday 3rd March from 5.30 – 7.30pm. On both of these evenings you will have the opportunity to speak to your child's class teacher and to look at your child's books. During both evenings I look forward to meeting you all. I will be carrying out presentations on both evenings on how you can support your child at home.

Year 2 parents will have the opportunity to meet their child's class teacher(s) on Wednesday 17th March. Throughout the evening my team and I will be holding a series of workshops explaining how you can support your child to achieve the best possible outcomes in their end of year assessments. I will write to you all on the Monday 22nd February with further information about both consultation evenings.

Reading

It is essential that all pupils read at home to an adult or older sibling, ideally they should do this every day or at least five times a week. Reception and Year 1 children should for ten minutes each day. We expect pupils in Year 2, 3 and 4 to read for 15 – 20 minutes. Reading is the most important homework we give at Seva School, please ensure your child carries it out.

Homework

Your child will be expected to carry out five pieces of homework every week. One piece of English, Mathematics and they will also have their tables to learn and a set of spellings in addition to the reading mentioned above. The amount of home your child gets will depend on their age. Pupils in Key Stage 1 will receive 30 - 45 minutes in addition to their reading, spellings and times table work, whilst pupils in Key Stage 2 will receive at least one hour's homework every week. I will also be sending out a piece of homework on the Friday before half term related to their class topic. The children will be given a variety of tasks and activities to complete by the penultimate week of each term. Children will be rewarded for their hard work in our end of term celebration assembly. We will also be display the home projects in school, during the final week of term and all parents will be given the opportunity to come and see the work. Further information will be sent out on Friday 12th February.

Assemblies

Our special celebration assembly takes place every Friday morning at 8.45am. Parents of children who are receiving awards are invited to attend. Individual certificates are handed to children who have demonstrated excellent behaviour for learning, have completed a piece of work extremely well or carried out a special act of kindness. Certificates are also handed out to the class with the best attendance and behaviour for learning that week.

At the end of each term we will have a special assembly where we celebrate the children achievements throughout the term. All parents are invited to join us for this special event.

Communication

All written communication from the Primary Phase will be sent out on a Friday, unless otherwise stated. In order to be as effective as possible could parents ring the school office to make an appointment to speak to class teachers if they have any concerns?

Read for My School Competition

Our school is taking part in 'Read for My School' it is a national schools reading competition that promotes reading for pleasure by challenging pupils to read as many books as possible in three months. Throughout the competition there are prizes and awards to be won for schools and pupils taking part.

- Read for My School runs from 18 January to 15 April 2016.
- The competition is open to all children in primary school Years 3 to 6 and secondary school Years 7 and 8 throughout England.
- Teachers and pupils can create accounts, access the library and record what they are reading from 18 January.

Mrs Jaswinder Khalsa is co-ordinating the competition for our school and will send out further details within the next week.

Dates for your diaries

<u>Date</u>	<u>Activity</u>
Friday 12 th February	Letter about Primary Projects sent out
Monday 15 th - Friday 19 th February	Half Term
Monday 22 nd February	Letter about Consultations sent out
Tuesday 1 st and Thursday 3 rd March	Year R, 1, 3 and 4 Parent Consultations
Thursday 17 th March	Year 2 Parent Consultation
Friday 18 th March	Primary Projects due in
Tuesday 22 nd March	Homework Exhibition
Thursday 24 th March	Celebration Assembly and the end of term

Yours sincerely

Jane Morgan
Interim Primary Leader

Waheguru Ji Ka Khalsa Waheguru Ji Ki Fateh

