



SANDHURST

— PRIMARY SCHOOL —

4th September 2018

Dear Parents/Carers,

Welcome back to another new year at Sandhurst Primary School. We hope everyone had a restful and relaxing summer holiday.

At our training day yesterday staff met and discussed dates, events and expectations for the year ahead. During this time we reminded ourselves of some important rules to ensure the smooth running of our school and thought it helpful to send these to you too. Please do read and discuss these with your child/children and please come into school and ask if you are unsure of anything. We are here to help!

Sandhurst School Uniform

Boys

- Black or grey trousers/shorts
- White shirt with a Sandhurst tie, or a white polo shirt
- Brown Sandhurst jumper/sweatshirt
- Black or grey socks
- Black shoes (no trainers)

Girls

- Brown skirt or pinafore
- Black or grey trousers
- White shirt/blouse with a Sandhurst tie, or a white polo shirt
- Brown Sandhurst jumper/cardigan/sweatshirt
- Black or grey socks
- Brown or black tights
- Black, flat shoes (not trainers, boots or sandals)

In addition

- A brown Sandhurst fleece may be worn as an extra layer
- Girls may choose to wear a yellow gingham dress in the summer
- Plain stud earrings may be worn (not hoops or dangling earrings)
- Long hair should be tied back
- Please ensure that all clothing is clearly labelled

PE kit expectations.

Your child's PE kit should be in school every day and should consist of:

- Black bottoms – shorts/joggers or leggings
- Yellow t-shirt – the Sandhurst PE top if possible
- Trainers/ Plimsolls
- No jewellery.
- Girls MUST take tights off and hair must be tied back. Please remember spare socks.
- Jewellery removed (a Fitbit is ok but not when using apparatus).

This year we have decided to introduce sanctions for children in KS2 who do not have their PE kit (without having heard from home why). For the first time kit is forgotten, children will receive a warning. The second time kit is forgotten, children will lose their 20/20 time on a Friday. If it is just a missing item – for example trainers left at home after a school football match then only 5 minutes of 20/20 will be lost. This is not to cause upset to anyone, but rather to encourage our children, especially the older ones, to take responsibility for their belongings.

Forest School

Like last year, all children will benefit from 6 sessions in Windmill Woods with our trained forest school leaders - Mrs Abel and Mr Digby. Precise dates are yet to be confirmed but these will take place every Wednesday.

Term 1 Churchill	Term 2 Nightingale
Term 3 Shakespeare	Term 4 Darwin
Term 5 Pankhurst	Term 6 Potters

Please ensure that when it is your child's turn that they have appropriate footwear and clothing. In Forest School there is no such thing as bad weather...only bad clothing!

Nothing needs to be expensive but it does need to be waterproof and warm. Lots of layers and a pair of wellington boots are best. A waterproof coat is a must but it only needs to be a thin pack a mac type.

Waterproof trousers would be very useful, as well as gloves and hats in the winter too.

Homework Expectations

The first homework will be set by Friday 14th September. It will be due in Wednesday 19th September.

- Homework and spellings continue during half terms, but not during Christmas, Easter and summer holidays.
- Final homework and spelling tests for term 2 will be due on Wednesday 12th December.
- If a child has not completed their homework/attempted to learn their spellings, and there has not been a reasonable explanation from home own about the reason; that child must complete their homework during 20/20 time on a Friday.
- Mrs Saunders will continue to run homework club this year (Tuesday, in Churchill Class before and after children have eaten). Please encourage your child to attend this if they will not have time at home to complete the work set (or need some help).
- Teachers must send homework home, marked and with dojos awarded, by Friday. **It is always due in on a Wednesday.** (Due to forest school this term, Year 6 is due in on Tuesday).
- Effort dojos will be given for each piece: Excellent 5DJ, Very Good 3DJ, Good 2DJ. Spelling tests: Full mark 3DJ. One incorrect 2DJ. Two incorrect 1DJ

Homework KS1

- Learn weekly spellings from their spelling phase
- Write a minimum of 5 spelling sentences
- 1 x page of Schofield and Simms maths

Homework KS2 (Year 3-5)

- Learn weekly spellings from their spelling phase
- Write a minimum of 5 spelling sentences
- 1 x page of Schofield and Simms maths
- Learn weekly times tables

Homework Year 6

- 1 x GPS SATs buster
- 1 x Reading comprehension SATs buster
- 1 x Maths SATs buster
- Learn weekly spelling from their spelling phase
- Learn weekly times tables

Daily reading and the recording of this is expected throughout the whole school.

Read and Discover start Monday 10th September

- Reads counted from Monday 10th September
- Term 2 Read and Discover starts again on Tuesday 30th October
- To achieve a platinum at the end of term 2 and go into the bike draw, children must have read every single day from Monday 10th September – Friday 19th October and then Tuesday 23rd October - Friday 14th December. This MUST be recorded in reading records.
- Term 1 and 2 raffle draw and platinum award assembly will be on Wednesday 19th December.
- Please note raffle draw for Amazon voucher and platinum cards being awarded will only take place at the end of every long term (Christmas, Easter and summer).

KS2 Mobile Library

- Every other Friday
- Only those who have returned their permission slip and have their KCC library card may attend
- Books borrowed must stay in school

Good to be Green – Behaviour Policy

We operate a 'Good to be Green' behaviour management system. We believe that children can make choices about how to behave, and we reflect that through our practice. Children are encouraged to take ownership of their own behaviour and work to correct poor choices.

Parents have a crucial role. They need to understand and support our policy and its procedures. They need to make it clear to their children that they expect them to abide by our policy.

All aspects of our policy apply not only to children and staff but also to parents and others in school at all times when they are on the school premises.

The school praises and rewards children for good efforts in their work, for appropriate behaviour and for keeping to the school rules. There may be some slight differences between the year groups as we recognise the gradual maturity of the children; what appeals to one of our youngest children as a reward is not necessarily appropriate for a Year 6 child.

A wide range of achievements are celebrated through:

- Verbal praise
- Written feedback
- Dojos
- Head Teacher Stickers/Star of the Week
- Stickers
- Sandhurst Stars
- 20/20 time
- VIP Bounce (for children who have been awarded a Sandhurst Gold Star. This is also linked with 100% attendance which provides another opportunity for a VIP Bounce)

Other rewards include:

- Talents/achievements mentioned on newsletters
- Attendance awards
- Showing work, achievements in Celebration Assemblies
- Work displayed and shared with others
- Prize giving awards

GOLD	Children can be moved to gold by behaving in an exemplary manner. They are initially rewarded with a Sandhurst Star and this will be rewarded with a special treat such as the VIP Bounce at the start of every term. Children can move from gold back down to green, yellow, orange or red if their behaviour deteriorates. They then lose their end of term treat.
GREEN	All children start every session on green.
YELLOW	If children make wrong choices and break the class rules, they will go to yellow and will sit away from others in the class for a period of 5 minutes.
ORANGE	Continual wrong choices of behaviour means children will go to orange. The child will be sent to another class for the rest of that session – Potter to Nightingale (R/1 – 1/2), Nightingale to Darwin (Y1/2-Y3), Darwin to Pankhurst (Y3-Y4), Pankhurst to Shakespeare (Y4-Y5), Shakespeare to Churchill (Y5-Y6), Churchill to Potter (Y6 – YR/1). All children will then be asked to complete a sheet which asks them to reflect on which school rule has been broken and what they will do to make amends. If the incident happens towards the end of the day the child must take the reflection form home to complete.
RED	Persistent wrong choices and verbal or physical abuse of any kind, will result in being sent to the Headteacher or a member of SLT, if unavailable. An internal exclusion will occur for the rest of the day or if the incident takes place at the end of the day, the internal exclusion will take place the next day. Parents will be informed if a pupil goes to red. There will be no 20/20 time for any child who gets onto red during the week.

Attendance

One of our basic principles is to celebrate success. Good attendance is fundamental to a successful and fulfilling school experience. We actively promote 100% attendance for all our pupils and we use a variety of weekly, termly and annual awards to promote good attendance and punctuality.

- Parents have a legal duty to ensure that their children attend school regularly and arrive on time.
- It is the parents' responsibility to contact the school on the first day their child is absent. This is a safeguarding issue requirement so that everyone know that your child is safe and their whereabouts is known.
- Pupils are expected to arrive by 08.55am. All pupils who arrive late must report, with their parent, to the school office where the reason for lateness is recorded.
- Absence during term time can only be approved in "exceptional circumstances".
- The VIP Bounce will be awarded every term for all children who achieve 100 percent attendance.
- At the end of the year medals: platinum, gold, silver and bronze will be awarded.

And finally.... following on from parents comments, we are really pleased to announce that the website has been replaced! We hope you will find time to have a look at it and agree that it is much improved. Please do be patient with us over the next few weeks as we iron out any errors and update pages. Many of the information from this letter can be found on the website and in more detail too. Do ask if you cannot find anything or need help navigating it. We would appreciate your feedback.

Yours sincerely,



Amanda Norman
Headteacher