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Friday 3rd November 2017

Dear Parents/Carers,

We have only been back for a week since half term but the children are fully back into the swing of things. The children in year 4 have been busy making poppies to install at the fountain at Cheshunt Pond and Year 6 are busy preparing for their first practise SATS paper.

Walking around school it is clear that the children are working really hard, however there is always room for improvement. With this in mind, over the next half term we are making a few small changes and focussing on some key areas where we feel there needs to be improvement:

Snacks

From Monday 13th November we are requesting that the only snack children bring in for break time is **fruit or vegetables**. This is in line with our healthy eating policy and a move away from cereal bars and processed snacks that actually contain a lot of sugar and fats. This will also help us keep the playground tidy as many wrappers are dropped on the playground and caught by the wind leaving our site very messy. Mr Smith will be installing compost bins for fruit cores and peelings. The compost from this will be used in our raised beds to side of the playground which will be planted with fruit and vegetables in the spring.

Politeness and Manners

This half term we will focussing on the use of good manners and politeness around school. Encouraging children to use please and thank you, hold doors open and picking things up to help people will be some of the aspects we will focus on. Some year 6 children will be chosen as prefects and will encourage quiet and calm movement around school at all times.

This will also be encouraged at lunchtimes when children select their lunches. Currently the children are given a coloured plastic card to indicate the lunch they have chosen which is handed to the cook. These will be phased out and the children will be encouraged to request their lunch politely using a full sentence.

Wednesdays after school

On a Wednesday after school I hold my weekly staff meeting. To ensure this starts promptly I would kindly request that parents do not request a meeting with teachers on a Wednesday after school, many of my teachers are too nice to refuse! As you can appreciate my teachers have a very busy schedule and our weekly staff meeting is a time to reflect on practice and evaluate school

performance. It is for the benefit of all children in the school that teachers can attend this on time. If there is a genuine emergency that needs to be attended to on a Wednesday please contact a member of my Senior Leadership Team or myself via the office.

Parents in cloakrooms

Firstly I would like to thank all parents with their support for the 'rolling start' to the day. As a school we feel this is very successful and ensures children are settled calmly and quietly into school. To make this even better I would request that parents only come as far as the classroom outside door and do not need to help their children take off their coat or hang their bag on their peg in the cloakroom. All the children are mature enough and capable of hanging their own coat, even Year 3! I know as parents we want to help our children, however I truly believe in the long run they will appreciate the independence that we are encouraging. Many parents drop their children to the gate past Mr Smith or myself and this is absolutely fine, once they are past us they cannot go back out of the gate and are safe on our site.

Permission for trips

As we continue to become a paperless office here at Brookland you will notice that consent for many trips will be obtained completely through Wisepay at the point of payment and there will be no consent slip attached to letters. This will cut down on paper waste and slips that could be forgotten or mislaid. It will also improve efficiency as Mrs Jones will be able to receive payment and consent all in one go. Parents who choose to pay via cheque will need to request a consent slip from the office. Please be advised that our preferred payment method is Wisepay.

Thankyou for taking the time to read this letter. I hope that these improvements will make our already happy and amazing school just that little bit better.

Kind regards



Mr Gavin Douglas
Headteacher

Headteacher- Mr Gavin Douglas BA(Hons) PGCE NPQSL