



QUEENSWAY SCHOOL

Brantwood Rise
Banbury
OXON
OX16 9NH

Tel: 01295 251631

Head Teacher: Mrs Sarah Horbury-Jakeman
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Tuesday 3rd September 2019

Dear Parents,

I hope you all had a good summer break. A special welcome to the new families who will be joining Queensway this term as their child enters the Foundation Stage. We hope you will find your time at Queensway a happy experience and that your child enjoys coming to school and achieves their full potential.

Staffing news

I wrote to you all in July to outline the staffing for September but so you can put names to faces, I would like to introduce our new staff to you:



Mrs Alex Marsh
Foundation Stage Leader & Nursery teacher



Miss Libby Robinson
Year 1 Teacher



Miss Milly Jeffries
Year 2 Teacher



Miss Anna Penniston
Year 3 Teacher



Miss Jessica Fowler
Year 5 Teacher



Mrs Samantha Evangelou
Year 4 Teaching Assistant



Mrs Laura-May Davidson
Lunch time supervisor

School dinners

All children in FS, Year 1 and 2 are entitled to a free school meal under the Government scheme called Universal Free School Meals. Children can still choose to bring in their own packed lunch if they prefer. For children in Years 3-6 you may be eligible for Free School Meal if you are in receipt of:

- Income Support
- Jobseekers Allowance
- Child Tax Credit
- 'Guarantee' element of State Pension Credit

In order for the office staff to check we just need your National Insurance Number and Date of Birth. If your child is in Yr. 3-6 and would like to pay for a hot school meal then please pay via Parent Pay. Meals cost £2.10 per day.

Breakfast Club

Breakfast Club continues to grow from strength to strength. If you would like your child to attend, there is no need to book, just come along. It costs only £2, paid via Parent Pay. Children must be dropped off at Reception. Parents are not allowed into the classrooms as this is time when staff are busy having meetings and preparing for the day ahead. We ask that parents ensure that they wait with their child until the door opens at 7:45am.

After School Club

If you would like to book a place please email: childcare@queensway.oxon.sch.uk. We are also happy for parents to ring and book a place if they need emergency childcare for that day. If we have spaces, we will do our best to accommodate this need.

Trips

Teachers are busy planning school trips for this academic year. In order to help families budget for trips we put a cap of £30 per child on the total cost of trips for the year. Rarely do we go up to £30. The value of school trips is huge and I urge all parents to budget ahead of time. Parents can pay in instalments via Parent Pay- a £1 per week might be easier than £15 in one go.

Queensway's website

Please don't forget to check out our website for a variety of information; including latest news and events: <http://www.queensway.oxon.sch.uk>. Please also be reminded that news feeds and calendar events can be pushed directly to smartphones. Instructions for set up are available from the website or alternatively, speak to a member of the office staff.

Volunteers

Last year we were extremely lucky to have a number of volunteers which made a huge difference to the children meaning that they had some quality 1:1 time reading with an adult. This year we would love to increase the number of volunteer helpers who come into school. Therefore, if you have any spare time to offer, please do speak to me or the class teachers so we can have a chat and arrange appropriate checks. It doesn't just have to be to hear children read..... it maybe to cook with them or help out in an art or PE session.

Safe parking

As new families start at Queensway I would like to take this opportunity to remind everyone about safely parking along Queensway or Brantwood Rise, (not blocking drives or parking up on curbs,) or at the Queensway shops. Our community police team monitor this situation regularly. Remember: it is the safety of your children that is paramount.

Children walking to school alone

No children are allowed to walk to and from school without an adult. Oxfordshire's Policy is that it is the parent's responsibility to get their child to and from school. Parents are asked to supervise their children until the doors open at 8:30am. Children must be dropped and collected within the school grounds.

Different people collecting children

In order for us to follow Local Authority Safeguarding regulations please note:

- If you need your child to be collected by someone different than whom normally collects them, then please complete a form with the class teacher or TA during drop off in the morning.
- If you need to change an arrangement during the day then please ring the school office who will provide you with a password to give to the person who you have asked to collect your child. The password must be given to the teacher/TA, by the person collecting, for the child to be released from school.
- We ask that children are collected by people over the age of 16.

Paperless communitarian

We are going to start the year how we mean to go on and move to a paperless method of communication with parents, so *wherever possible* we will email letters out to parents rather than send home paper copies in book bags. If this poses a problem to anyone then please come and let the office team know. For letters that require signed slips returned to us, such as permission slips for trips and events, this will all be done via Parent Pay where you cannot only pay for tips but also grant permissions for your child.

Correspondence to separated parents

If your child has parents that live at separate addresses we can email letters to the parent not living with the child for the majority of the week. Please just let the office staff have their full name and email address. The school website should also be a good source of information.

Clubs for Terms 1 and 2

All clubs start the **week commencing 16th September**. We are going to be running a huge variety of clubs and activities for all age groups. If your child would like to attend any clubs please complete the form which your child will be bringing home shortly. Return the slip asap as some clubs have limited spaces. Our experience tells us that the younger children find after school clubs quite tricky as they are often tired. Therefore you will see from the timetable that most KS 1 clubs are at lunchtime instead. Clubs in *italic* have a charge attached to them as they are run by external organisations.

In order to adhere to safeguarding procedures as well as allowing clubs to happen without distraction, parents will no longer be able to wait on the school field with other siblings while a club is in progress, therefore we ask that all families leave the school premises promptly at the end of the school day. If you need to wait on site for a child to finish a club at 4pm then please wait on the grass area outside reception. Thank you for your co-operation.

Open days

We are holding a series of Open Days throughout the autumn term for families to come and look round in preparation for choosing a school for their child starting school in September 2020; both nursery and reception. This year we are also hosting a twilight session and Saturday morning session for those families who struggle to make a visit during the working day. Please feel free to pass these dates on to friends who have children of this age and equally if you have younger children starting school next year we hope to see you there too: (Please ring for an appointment)

Wed 25th Sept 9-12
Thurs 10th Oct 9-12pm
Tues 15th Oct 5-7:15pm
Wed 6th Nov 9-12pm
Sat 23rd Nov 10-1
Fri 6th Dec 9-12

Class assemblies

Parents are invited to the class assemblies that all start at 2:40pm in the hall on Fridays. Younger pre-school siblings are welcome but we ask that they are kept as quiet as possible so we can all enjoy the children's hard efforts during the assembly. They were exceptionally well attended last year and the children loved having their families in the audience. Please come again this year!

DATE	CLASS
Fri 27 th Sept	6AB
Thurs 3 rd Oct	5LT
Fri 11 th Oct	4FL
Fri 18 th Oct	3JG
Fri 25 th Oct	1MB
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Fri 8 th Nov	6PH
Fri 15 th Nov	5JF
Fri 22 nd Nov	4MR
Fri 29 th Nov	3AJP
Fri 6 th Dec	1LR
Thurs 12 th Dec	Reception- KG
Fri 13 th Dec	Reception- AP/ST
Tues 17 th DEC to family & friends	<i>Year 2 Nativity</i>

PTA meetings

Everyone is very welcome and the meetings are held in the staff room.

Term 1: **AGM**, Tues 17th Sept, 6:30pm
Term 2: Thurs 7th Nov 2019, 7pm
Term 3: Mon 13th Jan 2020, 8:45am
Term 4: Mon 2nd Mar 2020, 8:45am
Term 5: Thurs 30th April 2020, 7pm
Term 6: Mon 8th June 2020, 8:45am

Diary dates for the Autumn Term

Wed 11 th Sept	1:15pm	Swimming starts- Yr. 5LT
W/C 16 th Sept	-	Clubs start up
Tues 17 th Sept	6:30pm	PTA AGM
Thurs 19 th Sept	9am	Tea and tissues for FS parents with DT and AM in Staff room.
	1:15pm	x30 Yr. 4 doing hanging basket workshop at school
Wed 25 th Sept	9-12	OPEN DAY
Thurs 26 th	9:45-12:15pm	Yr. 1-6 Cross Country at WPA
Tues 8 th Oct	am	Panto to whole school: Snow White
Thurs 10th Oct	9:45-12	Yr. 3/4 Football at WPA
	9-12	OPEN DAY
W/C: 14 th Oct	-	'Be Space' RE project in library, all classes in Years 1-6 timetabled to visit
Tues 15 th Oct	5-7:15pm	OPEN DAY
Tues 22 nd Oct	3-7pm	Parents evening
Thurs 24 th Oct	9:45-12	Change for Life festival at WPA
	3-5:30pm	Parents evening
Wed 6th Nov	9-12	OPEN DAY
Thurs 7 th Nov	All day	Reception classes: Vision Screening
	7pm	PTA meeting
Mon 11 th Nov	10-12:30	6AB at IMPS
Tues 12 th Nov	All day	Class Photographs
	9:30-11:30am	Yr. 5/6 swimming gala at Spiceball
Wed 13 th Nov	3pm	Parents meeting about spelling
	Evening	Children Singing for Children at St. Mary's Church
Thurs 14 th Nov	9:45-12	Yr. 5/6 Netball at WPA
Sat 23rd Nov	10-1	OPEN DAY
Mon 25 th Nov	10-12:30pm	6PH at IMPS
Thurs 28 th Nov	10-12	Yr. 5/6 'This Girl Can' at WPA
Mon 2 nd Dec	All day	Flu vaccine for all year groups
Fri 6th Dec	9-12	OPEN DAY
Wed 4 th Dec	3:05pm	PTA Christmas event
Tues 10 th Dec	9:30am	KS 2 Carol concert for VIPs (volunteers, Governors and Yr. 6 parents)
Wed 11 th Dec	11:30-1	School Christmas Lunch
	3-4pm	Reception Grandparents Christmas tea
Fri 13 th Dec	-	Christmas Jumper day
Mon 16 th Dec	1:15pm	Yr. 2 Nativity to rest of the school
Tues 17 th Dec	1:30 and 6pm	Yr. 2 Nativity to family and friends
Wed 18 th Dec	9am	Trophy assembly
	Afternoon	PTA Disco for Years 2-6. Class parties for FS/Yr.1
Thurs 19 th Dec	Afternoon	Jim's music assembly
Thurs 19 th Dec	FINISH FOR CHRISTMAS	

Finally, I wish everyone a smooth start to the new academic year and please do not hesitate to contact me with any queries or concerns or even pop in to introduce yourself if we haven't yet met!

Best wishes for 2019-2020

Mrs Sarah Horbury-Jakeman
Head Teacher