



Head Teacher: Mrs Sarah Horbury-Jakeman  
BA Hons (QTS), NPQH

Email: [office.2057@queensway.oxon.sch.uk](mailto:office.2057@queensway.oxon.sch.uk)

Thursday 2<sup>nd</sup> September 2021

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.

## Updates over the summer

It has been a busy summer at school with lots of maintenance and building projects. We have a new hall ceiling, the driveway has been resurfaced, we have had 4 classrooms refitted which look amazing- both Reception and Year 1 classrooms. The Yr. 4/5 block central area has been refitted, lots of tree work, the development of a forest school, lots of new doors across the school and many more smaller jobs. As always, a huge thank you to Mrs Smith, Ms Fowler and Steve for keeping everything on track through the holidays and making everything nice for when the children return.

## Covid update

As you can imagine, our practice and procedures are constantly evolving in relation to Covid. Whilst the Government guidelines state we do not have a responsibility to inform close contacts when there is a confirmed case as this now sits with Test and Trace, I feel we have a moral duty to inform close contacts. Therefore, as a change from the letter I sent last week to families- *we will be sending out a standard letter to inform you if your child is a close contact to someone who has tested positive, with advice what to do next.* Close contacts are still expected to attend school but will be encouraged to go for a PCR test. Children who are identified as close contacts only need to isolate if they have symptoms themselves or test positive when they have a pre-cautionary PCR test.

Please bear with school as we navigate through ever changing guidelines.

## 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:



Miss Andrea Hancock  
Year 2 Teacher



Miss Chloe Sharman-Moss  
Nursery TA



Mrs Kayleigh Targett  
Reception TA



Mrs Karen Choudhury  
Year 2 TA



Mr Alex Robinson  
Year 5 TA and After School Club



Mrs Nagina Ali  
Year 6 TA

### **School dinners**

All children in Reception, Year 1 and 2 are entitled to a free school meal under the Government scheme called Universal Free School Meals; these are simply booked on the day at registration time. 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:

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

Please speak to the office if you feel you may be eligible. Children in Nursery and Years 3-6 can still buy a hot school meal even if they are not eligible simply by booking through ParentPay. The cost is £2.20 per day.

### **Nuts**

We have a child in our school who has a significant allergy to nuts, which is life threatening. Therefore, please help us by:

- a) Avoiding giving your child nuts or nut products in their packed lunches. Some examples of food items to be avoided include:
  - Fruit and cereal bars that contain nuts
  - Sesame seed products including rolls
  - Nutella and peanut butter
  - Cakes made with nuts
  - Packets of nuts
- b) Avoiding supplying the school with cakes or food items containing nuts for birthday celebrations
- c) Avoiding sending containers such as cereal boxes for junk modelling into school which may have contained produce made with nuts

If your child has eaten nuts before coming to school, we also ask that you ensure their hands and face have been thoroughly washed before entering the school as a precautionary measure. Thank you in advance for your support.

### **Fruit and Milk Scheme**

The Government free fruit scheme is for all children in Nursery, Reception and Year 1 as well as free milk for children in Reception. Children have their fruit and milk on a daily basis.

### **Healthy lunch boxes**

We ask all parents to read our food policy which can be found on the school website. Lunch boxes should contain a balanced range of foods which provide children with the nutrients they need to thrive. Sandwiches, crackers, wraps,

pittas and pasta or rice salads are a great idea. Please visit the following website for some further ideas:  
<https://www.nhs.uk/change4life/recipes/healthier-lunchboxes#lunchbox-recipes>

### **Breakfast Club**

Just a reminder that Breakfast club operates its booking system via Parent Pay. It costs £2 per day and is run in the hall, 7:45-8:30am. Only children who are booked in will be able to attend. Please drop children off at the main reception doors.

### **After School Club**

For those families who have already used After School Club, you have been emailed directly by Miss Maskell asking for a new contract to be signed and returned. We also issued families with the updated policy. If you would still like to book a place, please email: [childcare@queensway.oxon.sch.uk](mailto:childcare@queensway.oxon.sch.uk). The After School Club is running in 3 separate groups: Nursery, Reception and Year 1 together, Years 2, 3 and 4 together and Years 5 and 6 as a group. The collection point for parents remains at the main reception area. Ad hoc bookings will very rarely be available due to the huge increase in regular bookings which are all secured through contracts.

### **Queensway's website**

We hope you are all enjoying the new website and find things easy to locate. All letters are posted on the website as well as emailed to families. <http://www.queensway.oxon.sch.uk>

### **Class blogs**

Class blogs are now established for the new class allocation. Your existing passwords can still be used. Teachers post the weekly awards on the blog as well as information to support the children with work.

### **Homework**

We have decided to streamline our approach to homework so that all classes are set homework on a Friday to be due back in the following Thursday. This should make it easier for families to remember when there are multiple siblings.

### **Knowledge organisers**

All class teachers will be writing to parents this week outlining what the children will be learning this coming term. We will also be posting Knowledge Organisers on the class blogs which clearly outline the key knowledge and facts the children will be learning about in each subject. They are a great way for parents to understand more about the content of your child's curriculum.

### **Trips**

We will continue to monitor the situation regarding school trips, following Government guidance very closely. For those parents who have only ever been with us during Covid times, we ask parents to budget for £20 per year, per child for trips, we will never exceed this. Instalments for booked trips can be made through Parentpay. Year 5 swimming will be starting back up in September, beginning with Miss Penniston's class.

### **Students and Volunteers**

We will be starting to welcome work experience students and volunteers back into school, so if you have any spare time and would like to volunteer then please contact the school office. It is a great way to get involved in school life. All volunteers have a DBS check and undertake safeguarding training.

### **Safe parking**

Following Government Guidance, we would encourage as many families as possible to walk to school. However, for those families who can't walk please can I ask that parents park their cars safely, not blocking driveways or pavements. 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 the allotted times. Children must be dropped and collected within the school grounds. Scooters and bikes are not allowed to be used on site, as it is too busy around the narrow pathways.

## **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 who 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, providing your family password.
- We ask that children are collected by people over the age of 16.

## **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 time, so they still feel informed and involved. 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**

We are going to hold fire re-introducing clubs in Term 1 to allow us time to monitor the situation with covid restrictions being eased.

## **Class assemblies**

We are going to be starting to use the hall for phase assemblies, i.e. Years 5 and 6 together or 3 and 4 together, but we are holding fire having whole school assemblies. Therefore, class assemblies which parents usually attend are also still postponed.

## **PTA meetings**

We are hoping that the PTA will be up and running again as the term gets going. In the meantime, you can still support the PTA by taking part in the Cherwell Lottery which our PTA receives a proportion of the money from: <https://www.cherwellottery.co.uk/support/queensway-school-pta>

## **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 2022; both nursery and reception. Please feel free to pass these dates on to friends who have children of this age. It is run on an appointment basis and are based across two weeks:

- **Mon 18th, Tues 19<sup>th</sup> and Wed 20<sup>th</sup> October 9-11am**
- **Mon 8<sup>th</sup> Nov 9-11am, Tue 9<sup>th</sup> Nov 1:15-2:15pm and Wed 10<sup>th</sup> Nov 9-11am**  
Please contact the office if you require further information.

I wish everyone a smooth start to the new academic year and please do not hesitate to contact me with any queries or concerns.

Best wishes for 2021-2022.

**Mrs Sarah Horbury-Jakeman**  
**Head Teacher**