



Jessie Younghusband School

Ref: Aut News1.16



Tuesday 5th September 2016

Dear Parents and Carers,

It has been wonderful to welcome the children back to school today and to see all of our new Year R children arrive. Everyone looks so smart in their new uniforms and shiny shoes. I hope you all had a lovely summer break especially with the lovely summer weather and that any 'first day' nerves and anxieties are all now settled.

Our new staff team were keen to get started after a useful INSET day yesterday when we looked at our values and other systems and procedures in school that we will be managing differently everyone was keen to get started today.

There are a few bits of information to pass on now. A full newsletter will follow next week.

Office Hours - The office will be staffed from 8.30am until 4pm each day. If you are calling to report an absence these can be left on the answer machine which is checked every morning.

Our new Admin Assistant is Mrs Taylor and I have included a picture so you will be able to recognise her if you call at the office.

Mrs Elkington and Mrs Taylor will be working each day at the moment until Mrs Taylor becomes familiar with our systems and routines.



Registers – we are now using an electronic registration system. The teachers will take the register as normal but now this information then goes immediately on our electronic attendance database. Absences will still be followed up in the morning. All the registers close at a set time which allows for children coming in by school start time of 8.45am so children arriving late will need to enter through the office so that they can get their attendance mark.

Meet the Teacher –there will be opportunities next week for you to come in to meet your child's teacher and to hear about the curriculum and classroom information for the year. Details will also be sent home on the curriculum newsletters which will go out as soon as we have them finalised. Dates will be sent to parents tomorrow.

Dates – this will be sent to you in the next newsletter in the meantime dates that have been set already can be found on the website which is up-dated regularly. Other information is also available on the website. www.jys.org.uk

Newsletters – Mrs Taylor will be preparing these from now with the help of all the staff on. Newsletters will be coming out monthly in future – look out for a new format!

If you have any questions in the meantime please speak to one of the office team or your child's classteacher.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Mrs A Sadler'.

Mrs A Sadler, Headteacher