

Friday Bulletin

Friday 13th September 2019

September's Value: Unity

We have had a lovely week in school, the Reception children have settled well and there are lots of lovely smiley faces ☺.

A reminder that we will be holding a 'Meet the Teacher' session on **Monday 16th September from 09:00-09:20am**. This is an opportunity for parents and carers to have an informal talk with their child's new teacher and to get a little bit more information about the daily activities that take place in school. Mr Hodgson (Dragons Class) is on a course and will instead hold his 'Meet the Teacher' session on **Friday 20th September from 09:00-09:20am**.

Please note this is only for **Years 1 – 6**.

Lower School

- **Year 4 Grafham Residential Trip** – Thank you everyone for returning your Grafham Packs to the office so promptly. Please can you ensure that the final instalment has also been paid. Thank you.
- **Starter Packs** – Please return all new starter forms to the office ASAP so that we can ensure we have the correct information on record for your child.

Middle School

- **Year 6 Condoover Hall Trip** - A letter has been sent home about the trip next year. There is a parent information meeting on Wednesday 18th September at 6pm. Please complete the ParentMail form if you are able to attend so we have an idea of numbers. We would prefer it if children do not attend unless absolutely necessary.
- **Year 6 Duxford Trip** - A letter has been sent home about the Year 6 day trip to Duxford on Friday 4th October. If you would like your child to attend please complete the consent form on ParentMail as soon as possible and pay via www.scopay.com
- **Year 5 New Starter Form** – a form has been sent out which you will need to read and complete. Forms must be completed and returned to the school office by Friday 20th September at the latest. Thank you.

Notices

- **IMPORTANT; The Potton Federation are NUT-FREE schools.**
We do not allow nuts or nut products in school lunch boxes. We have children in school who have severe nut allergies.

Our "Nut-Free Policy" means that the following items should not be brought into school:

- Packs of nuts
- Peanut butter sandwiches
- Fruit and cereal bars that contain nuts
- Chocolate bars or sweets that contain nuts
- Sesame seed rolls (children allergic to nuts may also have a severe reaction to sesame)
- Cakes made with nuts

- **Medication in School**
If your child requires medication or an inhaler during the school day please hand these in at the office and fill out a medication form which are located in the foyer. Please advise the school offices if there are any changes to your child’s medical needs.

- **Jeans for Genes Day** – The Potton Federation will be supporting Jeans for Genes day on Friday 20th September. Children can wear jeans/denim skirts along with their normal school tops and jumpers for a donation of £1.00.



- **After School Clubs** - A letter will be sent home today with details of after school clubs and how to book. After school clubs will start back week commencing Monday 30th September 2019.

- **Scopay** - Scopay have now released an app to make the system easier to use on your phone. This is available to download now for iOS and Android users.

Letters

Potton Lower	Potton Middle
<ul style="list-style-type: none"> • Term date cards • New starter form and consent (Reception only) • After School Arrangements and Trusted Adults form. • Vision Screening Questionnaires – Hardcopy (Reception only) • Flu Immunisation Forms • After school clubs 	<ul style="list-style-type: none"> • Term date cards • New starter form and consent and Year 5 Scopay registration • Flu Immunisation Forms (Year 5 and 6 only) • Year 6 Condoover Hall • Year 6 Duxford Trip • After school clubs • Weight and Measures (Year 6 only) • Transition to Upper School (Year 8 only)

Useful Links

	<p>We have lots of useful information on our schools website: www.pottonfederation.co.uk School Term Dates: www.pottonfederation.co.uk/termdates School Calendar: www.pottonfederation.co.uk/events/list/</p>
	<p>School Uniform: Our school uniform supplier is Mapac: https://www.mapac.com/education/parents/uniform/thepottonfederationsg192pb</p>

Current vacancies

3 x Teaching Assistants

Permanent

To provide 1:1 support

1 x PLS – five mornings from 08:50am – 1:20pm

1 x PMS – five afternoons from 12:20 - 3:20pm

1 x PMS – full time from 08:50am – 3:20pm



Immediate start

NJC pay scale

Potton Lower School and Potton Middle School are part of the Potton Federation, formed in September 2015, to provide seamless, outstanding education for pupils from 4 through to 13 years.

At the Potton Federation we strive to ensure all of our children achieve their full social, moral and academic potential. We endeavour to create a wonderful environment that is innovative, stimulating and inspiring for children and staff alike.

We are currently looking to recruit Teaching Assistants for Potton Lower School and Potton Middle School to work various hours including lunchtime cover.

If working as part of a deeply committed team in a great school sounds appealing, come and join us in teaching these fabulous children.

The successful candidate will have:

- Ideally have previous experience of working in a school environment or providing support to a child with additional needs
- the ability to build good relationships with children, teachers and parents
- strong organisational, planning and have a flexible approach to work
- the ability to manage children and cope with challenging behaviour
- creativity to design materials and activities based on individual child needs

Visits to the schools are warmly welcomed and encouraged.

Closing date for applications: Friday 27th September 2019

Interview Date: Interviews will be organised with candidates individually

For further details and an application pack, please visit the school website at www.pottonfederation.co.uk or contact the school office on **01767 260239**.

Applications only to: ahutchison@pottonfederation.co.uk

Potton Lower School is committed to safeguarding and promoting the welfare of children and expects all staff to have this commitment. A DBS disclosure is required for this post.

Executive Headteacher: Cathy Smart
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