

Friday Bulletin

Friday 29th November 2019

November Value: Responsibility

Happy Friday!

Another fabulous week in school, particularly at PMS where they have been supporting the amazing work of the YMCA Bedfordshire. Special thanks to Mr Brooks, Mrs Monaghan and the Key Stage 3 Prefects for organising this, it has been a pleasure to see how engaged the children have been and how they have got involved, as always we are so proud of them. We will let you know how much we have raised next week.

Parking and Site Safety: Please can we remind **ALL** parents that Mill Lane carpark is open from 8:15am every morning. We would encourage as many of you as possible to use this facility. Please support the school in trying to keep our children safe whilst they arrive and depart school. We are in contact with the local PC regarding parking and safety issues outside of school.

REMINDER: The school gates open at **8:40am** in the morning – please can we ask that children are not arriving to the school site earlier than this. Thank you.

We are trying to ensure the site is a safe environment for all of the families and children who come to school. Please can we remind parents that children **MUST NOT** ride bikes or scooters inside the school playground, to ride sensibly on school property, and be accompanied by an adult to avoid pedestrians being knocked and injured. Children **MUST** dismount outside of the playground gates.




Lower School

- **Christmas Performances** - Tickets have been sent home this week – please check your child's book bag. Please can we remind you that there is a charge of £1.00 per ticket which is payable on entry to the performance – payment must be made and will be collected on the door.
CHILDREN ATTENDING THE PERFORMANCE – Due to the fire regulations set out to us by the Local Authority we must be very clear on children attending these performances. Children under the age of 2 years old can sit on a parent's lap and will be admitted on a parent ticket. Children over the age of 2 years old **MUST** have their own ticket. If you arrive on the night and do not have the correct ticket allocation, then you will not be permitted to watch. If you have passed a ticket onto another member of your family, then please ensure that you pass this notice onto them.

Middle School

- **Christmas Quiz** - Christmas Quiz forms have been e-mailed home this week. If you would like your child to take part please submit the form by Friday 6th December and send in your £2.00 entry fee to the office in a named envelope.

Notices	
<ul style="list-style-type: none"> ● 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. 	
<ul style="list-style-type: none"> ● Potton Christmas Lights Switch On - Friday 29th November - The Potton Federation Choir will be performing at the Christmas Lights Switch On again this year. Please come along and support this lovely community event! ● Christmas Light Decoration Competition – Potton Town Council are running a competition to design a Christmas light decoration. The winning picture will be used to produce a new decoration for Christmas 2020! There are two age categories, under 10 years old and 10-18 years old. Entry forms are available from both school offices – good luck! ● School Clubs – If your child will not be attending their school club as usual, please could you inform the school office so that registers can be amended and the relevant staff be informed. It can cause issues if your child just goes home, as the office staff will be trying to locate them. ● School Meals Notice - Should your child require a school meal you are able to book up until 9:30am each day and, if required, you are able to pre-book in advance for the rest of the week/term. Please contact the office if you have missed the deadline to book a meal and have not provided your child with a packed lunch. Please note - If your child has an allergy/food intolerance the kitchen will not be aware of this unless the meal is pre-booked. ● Reason for Absence - We kindly ask when notifying us of your child’s absence that you provide a reason. It is our legal duty to know why your child is not in school. If your child's absence is not due to illness or medical reasons it is essential that a 'Notification of Pupil Leave' form is completed and returned in advance of the absence. Please be aware – We do not authorise term time absence unless it is due to exceptional circumstances. We also ask that medical appointments are made out of school hours unless it is an emergency. ● 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. ● Medical Appointments - If your child is missing registration for a medical appointment we will require medical evidence and a form to be completed via ParentMail for our attendance records. We do encourage appointments to be made out of school hours unless it is an emergency. ● Hair Bands – Please can you ensure that hair longer than shoulder length is tied back using uniform coloured hair bands only. If your child wears a hairband or hair clip that does not conform to the uniform policy they will be asked to remove it. Thank you for your cooperation with this. ● Christmas Dinner (Friday, 20th December 2019) - If your child(ren) would like a Christmas Dinner on the last day of term please book on SchoolGrid as usual. Please note - The deadline for pre-ordering is <u>Friday, 13th December</u>. ● Snow White Pantomime (R-Y6) – on Monday 2nd December M&M Productions will be performing Snow White for the children. We are asking for £2.50 donation per child to help cover the cost of the show. Thank you. 	
Letters	
<p>Potton Lower</p> <ul style="list-style-type: none"> ● Reception Christmas Performance ● Key Stage 1 Christmas Carol Concert 	<p>Potton Middle</p> <ul style="list-style-type: none"> ● Cold Sores ● Christmas Quiz

<ul style="list-style-type: none"> • Key Stage 2 Christmas Performance • Christmas Performance Tickets • New Climbing Wall • Clubs Letter 	<ul style="list-style-type: none"> • Clubs letter
Calendar of Events	
<p>29th November</p> <p>5th December</p> <p>9th December</p> <p>10th December</p> <p>12th December</p> <p>16th December</p> <p>18th December</p> <p>18th, 19th & 20th December</p> <p>Friday 20th December</p>	<p>Potton Federation Choir at Potton Christmas Lights Switch on (PLS and PMS children)</p> <p>Reception Christmas performance to parents</p> <p>Key Stage 2 Christmas performance to parents – evening</p> <p>Key Stage 2 Christmas performance to parents – afternoon</p> <p>PMS Christmas Quiz</p> <p>PMS Whole School Christmas Celebration</p> <p>Key Stage 1 Christmas Carol</p> <p>Christmas Jumper Days (please note there is NO expectation for children to have three different jumpers)</p> <p>Christmas Dinner and LAST DAY OF TERM</p>
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/ Friday Bulletin: https://pottonlower.co.uk/friday-bulletin/ https://pottonmiddle.co.uk/friday-bulletin/</p>
	<p>School Uniform: Our school uniform supplier is Mapac: https://www.mapac.com/education/parents/uniform/thepottonfederation.sg192pb</p>
	<p>Headlice / Nits – It is headlice season and the NHS Direct have recommended www.nits.net for information on preventing and dealing with a headlice infestation. Information packs, booklets and non-toxic re-usable headlice/nits removal kits are also available to purchase.</p>