

## Friday Bulletin

Friday 6<sup>th</sup> December 2019

December Value: Caring

Happy Friday!

It really is starting to feel like Christmas at school, especially for the Federation Choir who have performed at the Potton Christmas Light Switch On, and visited Jakes Court this week to sing to the elderly residents! Thank you to all of the children, Miss Coppenhall is always so proud of you and loves taking you into the local community to perform.

The children absolutely loved the Pantomime, Snow White, on Monday (Oh no they didn't, Oh yes they did!) It was wonderful to hear them all joining in and really getting into the Panto spirit!

We have also loved watching the Reception children perform their Christmas Play – there were lots of very proud grownups in the school hall on Thursday when parents and carers came to watch, there was also lots of tissues being used to wipe away proud tears! The whole school got to watch them perform too and it was amazing to see how confident they all were and how they remembered all of their words! Thank you Miss Le Serve and Mrs Harrison-White and all of the Reception staff for your hard work.

**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

- **Applying for Middle School** - Please be aware the deadline to apply for a middle school place is 15<sup>th</sup> January 2020. Please go to the Central Bedfordshire website to apply: [https://www.centralbedfordshire.gov.uk/info/7/school\\_admissions/497/apply\\_for\\_a\\_middle\\_school\\_place](https://www.centralbedfordshire.gov.uk/info/7/school_admissions/497/apply_for_a_middle_school_place)
- **Spanish Lessons** - The last lesson of this term was this week. Nisha will be back on Wednesday 8<sup>th</sup> January!

- **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.
- **Clubs** – Today is the deadline for booking school clubs for your child (ren). Please go onto your scopay account to make the booking and payment. Thank you

### Middle School

- **Christmas Quiz** - Christmas Quiz forms have been e-mailed home last week. If you would like your child to take part the deadline is today.
- **Clubs** – Today is the deadline for booking school clubs for your child (ren). Please go onto your scopay account to make the booking and payment. 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.**
- **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 Friday, 13<sup>th</sup> December.

### Letters

#### Potton Lower

- Scarlet Fever
- Christmas Cards, Mugs and T-Shirts

#### Potton Middle

- Key Stage 3 Science Letter

### Calendar of Events

9 <sup>th</sup> December	Key Stage 2 Christmas performance to parents – evening
10 <sup>th</sup> December	Key Stage 2 Christmas performance to parents – afternoon
12 <sup>th</sup> December	PMS Christmas Quiz
16 <sup>th</sup> December	PMS Whole School Christmas Celebration
18 <sup>th</sup> December	Key Stage 1 Christmas Carol
18 <sup>th</sup> December	YEAR 6 – Topic Celebration afternoon
18 <sup>th</sup> , 19 <sup>th</sup> & 20 <sup>th</sup> December	Christmas Jumper Days (please note there is <b>NO</b> expectation for children to have three different jumpers)
Friday 20 <sup>th</sup> December	Christmas Dinner and LAST DAY OF TERM

### Voice and Values Committee

#### CHRISTMAS FOOD BANK APPEAL

The Voice and Values Committee would like to reach out and help families this Christmas, many of which are less fortunate than ourselves.

After lots of discussion, the Voice and Values Committee decided that one of the celebrations that particularly meant a lot to them at Christmas was spending time eating and having special meals with family and friends, and they thought it would be nice to try and give this opportunity to as many people as they could.




During the week beginning 9th December we will be allocating each year group a different day, when children can donate a non-perishable food item which will then be taken to the local food bank in Biggleswade. These will then be given to local, struggling families over the Christmas period.

Monday	Reception	<b>Puddings</b> – Rice Pudding, Angel Delight, Custard, Jelly
Tuesday	Year 1	Tinned Vegetables
Wednesday	Year 2	Tinned Fruit
Thursday	Year 3	Flavoured Pasta packs, Rice, Cous Cous
Friday	Year 4	Tinned Meats and Pies

We thank you so much in advance for your help and co-operation.

We wish you all a very Merry Christmas from the Potton Lower Voice and Values Committee.

### Useful Links

	<p>We have lots of useful information on our schools website:  <a href="http://www.pottonfederation.co.uk">www.pottonfederation.co.uk</a>                  School Term Dates:  <a href="http://www.pottonfederation.co.uk/termdates">www.pottonfederation.co.uk/termdates</a>                  School Calendar:  <a href="http://www.pottonfederation.co.uk/events/list/">www.pottonfederation.co.uk/events/list/</a>                  Friday Bulletin:  <a href="https://pottonlower.co.uk/friday-bulletin/">https://pottonlower.co.uk/friday-bulletin/</a>  <a href="https://pottonmiddle.co.uk/friday-bulletin/">https://pottonmiddle.co.uk/friday-bulletin/</a></p>
	<p>School Uniform: Our school uniform supplier is Mapac:  <a href="https://www.mapac.com/education/parents/uniform/the-potton-federationsg192pb">https://www.mapac.com/education/parents/uniform/the-potton-federationsg192pb</a></p>
	<p><b>Headlice / Nits</b> – It is headlice season and the NHS Direct have recommended <a href="http://www.nits.net">www.nits.net</a> 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>