

Weekly Bulletin

After School Clubs – Week Commencing 04 December 2017

Activity	Day	Time	Activity	Day	Time
Wind Band	Monday	3:15 - 4:15	Multi Skills Y5	Monday	3:15 - 4:30
Athletics	Tuesday	3.15 - 4.30	Gymnastics Y5/6	Wed	3.15 - 4.30
Choir	Thursday	3:15-4:15	Chess Club	No chess club 8.12.17	

Dear Parents,

The Christian Value for this half term is 'Generosity'. We give our time generously to support each other.

ABSENCE REPORTING — We take the Safeguarding of our children very seriously here at Lightcliffe and earlier this month we implemented our 'First Day Reporting Procedures'. To read the policy, please follow this [link](#). It is important that parents understand the reasons for this policy and the system we will follow in the event of your child being absent.

This is the procedure we will follow if your child is absent from school:

Parents must contact the office by 9.00am every morning to tell us that their child is absent (even if you have already let the teacher know) unless....

- You have advised us that the child will definitely be absent for a specific period of time
- You have already completed an Absence Request Form
- You have confirmed that the child has had sickness or diarrhoea (or the child has been sent home from school the previous day with sickness or diarrhoea), in which case a 2 day absence is required and assumed. **You still need to ring in from day 3 onwards though.**

Please note that we cannot assume that because a child was absent due to illness one day that the same applies the next day.

If your child arrives late (after 8.55am) you **MUST** go to the office and sign them into the 'late' book so that we know they are in school. As part of the process both registers and the late book are checked. If we have no record of a reason for absence at this point you will receive a text to the first contact on your child's records asking you to confirm where they are.

If there is no response to this text by 9.40am the office staff will start ringing all other contact numbers for the child until they speak to someone and ascertain their whereabouts. If they are still unable to speak to someone, Mrs Dunkley (Designated Safeguarding Lead) or Mr Woodbridge are informed and a decision has to be made about whether to carry out a home visit and/or report the absence to the relevant authority.

CONTACT FORMS — You will have received a blue 'Contact Form' to update the information we hold in school for your child. Please return these to school as soon as possible to ensure we have your latest details. If for some reason your child has not brought a form home, please let us know and we will send one to you. Many thanks.

BIG SECRET — We are very sad to tell you that our wonderful Lolly Pop Man Mr Varley will be retiring at Christmas. Mr Varley has worked on Knowle Top Road crossing for over 20 years making sure our children arrive at school safely each day. He is a regular face around school accompanying the year 4 children swimming and has been a regular helper on our residential visits to Whitby. He will be greatly missed but has certainly earned a rest!



This is where the secret comes in. We would like to buy him a special retirement gift and have organised a collection which we feel sure that parents will want to contribute to. We are hoping to have a special celebration assembly and present him with the gift towards the end of term. If this is something you would like to support, please send in your donations in a sealed envelope with 'Secret' printed on the front. Remember, not a word! Thank you.

SCHOOL MEALS — I would like to remind parents that there are some items that we do not allow to be brought into school for lunch. These include: flasks of soup/pasta, sweets, chocolate fudge bars, any item containing nuts (this includes Nutella bars), and fruit winders. We are happy with sandwiches, crisps (or other snacks), fruit, cut raw vegetables (eg carrot), buns, chocolate biscuits (eg Penguins, Club), cheese cubes/slices, crackers, samosa, and yoghurts. This is not an exhaustive list and more information can be found at <https://www.nhs.uk/Livewell/childhealth6-15/Pages/Lighterlunchboxes.aspx>. Thank you.



FUNDRAISING — The Candlelighters Children's Cancer Charity are holding a Bring and Buy sale to raise funds. This will be held on Saturday 2 December between 10.00am and 12.30pm at The Old Brodleians Rugby Club. There will be Tea, Coffee, Cakes, Cards, lots of donated goods and an auction. Please support this worthwhile cause if you are able.

FREE LANTERN MAKING WORKSHOPS IN ELLAND— Handmade Parade is offering a FREE workshop to make a lantern. No experience is needed as two wonderful artists will be there to teach you everything you need to know. All are welcome. The Lamplighter parade will take place on Friday 8 December and you get a chance to join in the parade and show off your lantern creations. For further information, follow this [link](#).



PFSA CHRISTMAS FAIR — Well, what can we say? Saturday was the most outstanding success and it was lovely to see so many families and friends in school enjoying the lovely Christmas atmosphere. The PFSA worked incredibly hard to organise the day and raised an incredible £4084.13! This will make an enormous difference and will be used to buy resources and treats for our children. Our sincere thanks to the PFSA and to all of you for supporting this event.

ENERGY CHECKS - Age UK is working to support older people to keep safe and warm this winter by carrying out free home energy checks. The aim of the check is to deliver energy efficiency information and advice to older people, including small practical measures which could potentially reduce their energy bills. Further information [here](#).

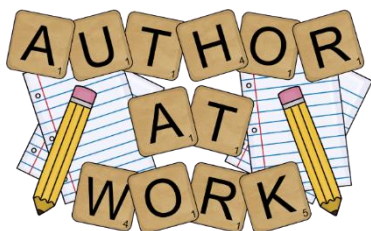
PFSA CHRISTMAS RAFFLE — There are still a few raffle prizes to collect from the school office. If you are a winner, please collect as soon as possible. Thank you.

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SCHOOL PHOTOS – You should by now have received your school photograph proofs. These will be collected tomorrow so if you would like to order, please return as soon as you can.

LOST COAT — One of our children has lost a bright orange coat. It has his name in it 'Ciaran Livingstone'. We have searched high and low to no avail and can only assume that somebody has accidentally taken it home. Please could I ask that you have a good look around and if you come across it, please return it to school as soon as possible? Thank you for your help.

WRITING WORKSHOPS — Brighthouse Library will be hosting Friday Writing Workshops starting on Friday 1 December from 10.30am to 12.30pm. There will be a total of 6 new creative writing workshops with local writer, teacher and library staff member Emma Decent. All levels of writing experience are welcome and each workshop stands alone — go to one or all! Places are FREE but are limited so tickets should be booked through [Eventbrite](#). For further information call 01422 288060 or email



brighthouse.library@calderdale.gov.uk.

MEAL CHANGES — If you submit a 'Meal Change Request Form' please ensure that you receive your receipt to confirm your request has been processed. If you don't get a receipt this could mean it hasn't been received by the office and may well still be in your child's book bag!

CHRISTMAS NON-UNIFORM — The last day of term, Friday 22 December will be a 'Christmas Top' non-uniform day and children can come to school dressed in their Christmas top or any other non-uniform item.

DATES FOR YOUR DIARY

Here is a list of events in school. Please keep checking the website for further updates.

Tuesday 12 December	1.30pm	Year 3 Christmas Party
Wednesday 13 December	9.30am	Year 3 Concert in school
Wednesday 13 December	1.30pm	Year 5 Christmas Party
Thursday 14 December	9.30am	Year 4 Concert in school
Thursday 14 December	1.30pm	Year 2 Christmas Party
Friday 15 December	1.30pm	Year 1 Christmas Party
Monday 18 December	1.30pm	Year 4 Christmas Party
Tuesday 19 December	9.30am	Year 2 Concert in school
Tuesday 19 December	2.00pm	Year R Concert in school
Wednesday 20 December	2.00pm	Y1 Nativity at St Matthew's Church
Wednesday 20 December	1.30pm	Reception Christmas Party
Thursday 21 December	7.00pm	Y5/Y6 Carol Service at St Matthew's Church
Thursday 21 December		School Christmas Lunch
Friday 22 December		Christmas Non-Uniform Day
Friday 22 December	9.30am	Year 6 Christmas Party
Friday 22 December		School Closes
Monday 8 January		School re-opens

EMERGENCY CLOSURE PROCEDURE - Just a reminder regarding the emergency closure procedures. In the event of the school having to be closed, you will receive a text to the first contact on your child's records (please ensure that the office has your up to date mobile number). You can also check the [school website](#). If there is heavy snow during the day, please check the school website in the first instance as this will be kept up to date with the latest information. If we decide that the school needs to close we will of course, send you a text. However, if you are still concerned you can ring school on 01422 202235. Hopefully, these measures will not be needed but it is better to be prepared.



Please do not ring school in the mornings to check if we are open as this overloads the system.

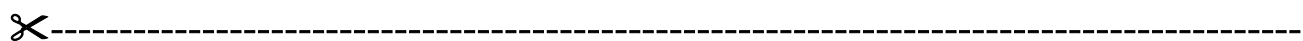
A note from Mr O'Rourke

TUITION GROUPS — Following the note in last weeks bulletin, I am delighted to say that the Year 4 group starting next October is now full. I may run a further Year 4 group depending on demand. I am down to the very last couple of spots in the Year 5 group. They will fill quickly once I advertise so please get in touch soon if you would like any further information, jortuition@gmail.com or 07596 316207.

CHRISTMAS LUNCH — This year our Christmas lunch will be on Thursday 21 December. All children are welcome to take part in this event and join with staff, governors and school helpers for an extra special Christmas dinner! If your child normally has sandwiches and would like a Christmas dinner, please complete the form at the bottom of this letter and return it to school with your payment of £2.10 no later than **Friday 15 December. Unfortunately, orders cannot be taken after this date, as Mr Paul has to finalise his numbers.** Please note, if your child already has school meals, a Christmas Lunch will be ordered for them automatically and you will not need to send in a slip.



Friday 22 December will be a special 'Hot Dog' day to celebrate the end of term (there will be other choices available including baked potatoes, sandwiches and ravioli). Again, everyone is welcome to join in. Simply complete the form below to order your child's meal. For further information on our school meals and menus, please check the school [website](#).



**Lightcliffe CE Primary School - Christmas Lunch/Hot Dog Lunch
21/22 December 2017**

My child

Class.....

Please make your selections below

Would like a Christmas lunch. I enclose £2.10 as payment.

Would like a Hot Dog lunch. I enclose £2.10 as payment.

Signed..... Parent / Carer.

Charles Woodbridge
Headteacher