



WESTCLIFF PRIMARY SCHOOL

4th September 2008

Dear Parents

Welcome back to a new school year and welcome to all our new starters.

We are pleased to welcome Mrs Shaw who has joined us as Foundation Stage Manager. Congratulations to Mrs Healey who has given birth to a baby boy 'Thomas'.

ABSENCES - Parents are asked to inform school **as soon as possible** if their child will not be attending. If you know in advance your child will not be in school, please inform the class teacher in writing prior to the absence. School has a 24 hour answer phone on which absence messages can be left. Our school telephone number is 353792. If we have not received a message by **9.10 am** on the morning of an absence then parents will be contacted. *Please ensure you keep us up-to-date with your contact telephone numbers.* After any absence, a note should be sent to school explaining the reason. **HOLIDAY ABSENCE** can only be authorised if a letter is received from an employer stating that this is the only time a holiday can be taken.

SWIMMING YEARS 4 & 5 - Swimming will start for Y4 and Y5 on Friday, 12th September. New swimming bags are available for £2 from the school office.

SCHOOL BAGS – *School bags are available from the school office at a cost of £2. There is now a new smaller bag for Junior children.*

UNIFORM – *The children always look smart at the beginning of a new school year. As the weather is unpredictable, please ensure that all children bring a coat to school. One pair of plain stud earrings are allowed but must be removed for any sports/PE and clubs for Health and Safety reasons, and children must be able to do this themselves. Extreme hairstyles or fashion is not permitted in school as stated in our school prospectus and I would ask all parents to adhere to this, as extreme fashion can draw unnecessary attention to the children.*

DINNER MONEY– Please note that dinner money is **£8.50** per week per child – could you please send the correct amount into school on Monday's, cheques should be made payable to **BBC**.

CARS ON SCHOOL PREMISES – *May I remind parents that vehicles are not allowed onto the school premises – we have extra curricular clubs and also WASP every day after school, therefore children are leaving the premises at different times. To ensure safety at all times parents are asked to park vehicles outside, please inform anyone who collects your child from school to do this – thank you for your co-operation.*

Extra Curricular Clubs – All clubs will commence week beginning 15th September. Further information will follow.

Mrs S Wilson
Headteacher