

EXECUTIVE HEADTEACHER:

**Ms Helen Comfort**

(B.A.Ed.Hons, NPQH)

HEAD OF SCHOOL:

**Mrs Rachel Hindle**

(B.A.Hons, PGCE, M.A.Ed)



St. Margaret's-at-Cliffe

Dover, Kent, CT15 6SS

Telephone: (01304) 852639

Fax: (01304) 853671

e-mail: [secretary@st-margarets-dover.kent.sch.uk](mailto:secretary@st-margarets-dover.kent.sch.uk)

[www.stmargaretsprimary.co.uk](http://www.stmargaretsprimary.co.uk)

St. Margaret's-at-Cliffe Primary School on Facebook

@stmargaretscp on Twitter

*'For Learning That Lasts A Lifetime'*

5<sup>th</sup> September 2023

Dear Parent/Carers

### **Welcome Back!**

Hello and welcome to a new school year. I hope you have all had a good summer. We are looking forward to getting to know all our new families over the coming weeks as well as catching up with all our returning families. I would like to thank you, on behalf of all the staff, for the cards, gifts and best wishes received at the end of last term – they were all very much appreciated.

Thank you also for supporting us with our school uniform; the children all look very smart and ready for learning!

### **Childcare Services**

A reminder that our Before and After School Childcare Services start week beginning 5<sup>th</sup> September. If you have not already done so and you would like to access this service, you will need to register your child. The Childcare Service will then be available for you to use either on a regular or ad-hoc basis. Please see our website or email/telephone the school office to request a form.

### **'Meet the teacher' Open Afternoon**

Parent/Carers are invited into school on Wednesday 13<sup>th</sup> September at 3.15pm to visit the classroom to meet the teacher, say hello and have a look at their child's work. There will be a powerpoint on the screen showing relevant information – days for PE etc. – as well as a copy for you to take away. If you have more than one child at school you will be able to visit each class.

### **Sport**

Children in classes 1-6 will need to bring a PE kit to school in a draw-string bag which they will keep on their peg. No carrier bags please. Reception Class will only need plimsolls in a draw-string bag for Term 1. From Term 2 they will need a full PE kit.

Children in all classes participate in two PE lessons a week, one of these being led by Dominic Castle, our Sports Coach. Over time we have seen ever increasing skill and fitness levels within the children as a result of this provision. Once the term begins teachers will let you know which days each class has PE. As a minimum, children need a pair of blue shorts, a team coloured T-shirt, a pair of plimsolls for indoor PE and a pair of trainers to work outside.



We suggest that tracksuit bottoms/joggers and a warm top are brought in for outdoor games during the colder months.

I thank you in advance for your support with this important matter and look forward to seeing 100% sport participation at St Margaret's!

### **Water Bottles**

Please send in a water bottle every day with fresh water. Children may bring an additional flavoured drink to have at lunchtime.

### **Tuck shop**

Tuck shop is on Friday mornings. There is a variety of fruit based snacks and drinks on sale with prices ranging from 25p to 50p. Please make sure money is in a named purse or envelope.

### **Reading books**

KS2 children will bring home a reading book and reading contact book during the week beginning 5<sup>th</sup> September. Year R and KS1 children will do so from week beginning 11<sup>th</sup> September. Further information regarding home reading expectations will be shared with you by the teaching staff.

Reception class parent/carers – please ensure you have bought your child a Reading Book Bag which can be purchased from [www.pmgsschoolwear.co.uk](http://www.pmgsschoolwear.co.uk). Remember to use our voucher code **STMCFC** for free delivery. These bags are essential in keeping our stock of reading books in good order.

We recognise that as they move into upper Key Stage 2 children will start to not use a reading book bag and ask, therefore, that parent/carers assist their children in looking after the books.

### **SAFETY REMINDERS:**

#### **Cars**

Please may I remind car drivers that **only staff** are permitted to drive onto the school premises between **8:30am and 3:30pm** and those parents who have a prior arrangement with the school due to mobility reasons. Please also be advised that the zig-zag areas outside the school gates are **not to be parked on between 8:30am-9:30am and 2:30pm-4pm**. These measures are in place to protect all members of our school community and your co-operation is anticipated and appreciated.

#### **Before School and After School Childcare Services**

Parents may drive onto the school premises to drop off/collect children from the above services. Please drive slowly and carefully to avoid pedestrians and other cars using the driveway at these times.

#### **Mobile 'Phones**

Please be reminded that children are not, under any circumstances, to have mobile 'phones with them during the school day or on school trips. Class 6 children, if walking home after school without parents, may bring their mobile 'phones to the school office for safekeeping on arrival at school each day.

Thank you for your support with this matter.



### **Play Equipment**

Our play equipment in the playground is designed for children between 4 and 11 years old, pre-school children are not to use the play equipment at any time. The children are supervised during the break and lunch times by staff when using it. The equipment is **NOT** to be used by any children before or after school hours.

### **Scooters/Bicycles in the Playground**

For the safety of all our children, please would you ensure that your children (including pre-school children) do not ride their scooters or bicycles in the playground of the school at any time.

### **Morning Routine**

The school day starts at 8:45am. Teachers will open their classroom doors between 8:35am and 8:45am for the children to go straight into class. Please ensure you are punctual. Children who arrive late (i.e. after 8:45am) must enter the school via the main school entrance with the adult bringing them into school and reporting to the school office.

### **TERM DATES**

As you will know from previous correspondence, holiday during term time will not be authorised and Penalty Notices (a fine) can be issued to parents who take children on holiday during term time. To assist you in booking holiday outside of term time term dates for 2023/2024 are noted below for ease of reference. Information regarding our staff training days is also indicated below. Please note that children are not required to attend school on staff training days.

#### Term Dates 2023-2024

TERM 1 2023	1 September 2023 - 20 October 2023
TERM 2 2023	30 October 2023 - 15 December 2023
TERM 3 2024	2 January 2024 - 9 February 2024
TERM 4 2024	19 February 2024 - 28 March 2024
TERM 5 2024	15 April 2024 - 24 May 2024
TERM 6 2024	3 June 2024 - 23 July 2024

Our five staff training days are currently scheduled to be:-

1<sup>st</sup> September 2023  
4<sup>th</sup> September 2023  
20<sup>th</sup> October 2023  
30<sup>th</sup> October 2023  
24<sup>th</sup> May 2024

### **Dates for 2023/2024 Academic Year**

I thought it would be helpful to give you advance notice of some of the events, meetings and festivals that will be taking place during this academic year. Please note however, that although events are planned, they may be subject to change or cancellation.

#### **Term 1**

07.09.23	Kent Test Day for Year 6 children who have opted to take test
12.09.23	School individual photographs
13.09.23 - 3:15pm	Open Afternoon- 'Meet the Teacher'



w/b 25.09.23	Harvest week
28.09.23	Reception Class & Nursery Harvest Celebration
29.09.23	Classes 1 – 6 Harvest Festival
04.10.23 – 2pm	Class 6 Parents' information meeting regarding residential trip
w/b 09.10.23	Class 5 residential trip
w/b 09.10.23	Class 6 Bikeability
10.10.23 – 9am	Class 2 Parent/Carer phonics/reading workshop
16.10.23 – 9am	Class 1 Parent/Carer phonics/reading workshop
17.10.23 – 9am	Class R Parent/Carer phonics/reading workshop

## **Term 2**

03.11.23 – 9am	Class 5 Family Assembly
w/b 13.11.23	Mental Health & Anti-Bullying Week
17.11.23	Children In Need
20.11.23	Parent/Carer Consultations from 3:30 (by appointment)
22.11.23	Parent/Carer Consultations from 3:30 (by appointment)
04.12.23 and 05.12.23	KS2 Carol Concert at 2pm
06.12.23 and 07.12.23	KS1 Christmas Play in the School Hall (PM) – Time to be confirmed
11.12.23	Class R 'Stay and Play' – Time to be confirmed
12.12.23	KS2 Pantomime trip to The Marlowe Theatre
13.12.23	Christmas Dinner Day & Christmas Jumper Day
14.12.23	'Party' Day

## **Term 3**

09.01.24	Class 6 swimming starts (every Tuesday for 5 weeks)
12.01.24 – 9am	Class 4 Family Assembly
w/b 29.01.24	Year 6 Enterprise Week
01.02.24 – 2pm	Class 4 Parents' information meeting ref Class 5 residential trip
02.02.24	NSPCC Number Day
w/b 05.02.24	Year 5 Enterprise Week
07.02.24 – 3:15pm	Open Afternoon

## **Term 4**

20.02.24	Class 5 swimming starts (every Tuesday for 5 weeks)
w/b 26.02.24	Year 4 Enterprise week
01.03.24	Class 1 Family Assembly at 9am
07.03.24	World Book Day
w/b 11.03.24	British Science Week
11.03.24	Parent/Carer Consultations from 3:30pm (by appointment)
13.03.24	Parent/Carer Consultations from 3:30pm (by appointment)
w/b 18.03.24	Year 3 Enterprise Week
27.03.24 – 2:30pm	Spring Concert. Class performances in the school hall
28.03.24 – 9am	Spring Concert. Class performances in the school hall



### **Term 5**

16.04.24	Class 4 swimming starts (every Tuesday for 5 weeks)
26.04.24 – 9am	Class 3 Family Assembly
06.05.24	BANK HOLIDAY– School Closed
w/b 13.05.24	KS2 SATs week for Class 6
17.05.24 – 1:30pm	Reception Class & Nursery Teddy Bears Picnic
20.05.24 to 23.05.24	Class 6 Residential Trip
22.05.24 – 3:15pm	Open Afternoon

### **Term 6**

04.06.24	Class 3 swimming starts (every Tuesday for 5 weeks)
12.06.24	Sports Day (PM)
13.06.24	Reserve Sports Day (PM)
w/b 17.06.24	Class 5 Parent/Carer consultations ref Process for Entrance to Secondary Education (PESE)
17.06.24	School Class Photographs
27.06.24	Reception Class & Nursery Sports Afternoon
28.06.24	Reserve Reception Class & Nursery Sports Afternoon
28.06.24 – 9am	Class 2 Family Assembly
03.07.24 – 2:30pm	Class R to Class 1 transition meeting for parents
12.07.24 – 6pm	Class 6 Play at the Village hall – to be confirmed
19.07.24	Grand Day Out
22.07.24 – 2pm	Class 6 Leavers' Service in the school hall
22.07.24 – 3:15pm	Family Picnic

We will, of course, notify you of any additions or changes as soon as possible.

We are looking forward to a successful year. Should you have any queries or concerns please do not hesitate to speak to any of the staff – we are always very happy to clarify any aspect of our work and to help you with matters related to your child.

Yours sincerely



**H Comfort**  
**Executive Headteacher**

