



*Dear Parent*

*This newsletter is to give you lots of information for the rest of the term. The school office is open between 8.30am – 4.00pm Monday to Thursday and 8.30am – 3.30pm on Friday. Outside of these times, please do not hesitate to email us or leave a message on the answer phone, both of these are checked on a regular basis.*

*Yours faithfully Mrs Nikki Rayner, School Secretary*

*& Mrs Jayne Dowkes, School Manager*



### School Organisation

- We ask all parents to telephone the school office on the first day of your child's absence or send a ParentMail absence message.
- If you have found any school books at home over the lockdown/Summer holidays, please return them to school as soon as possible.
- It is essential that **all** children's clothing and equipment is clearly labelled with their name and class.
- Could you please ensure your child's pencil case is kept stocked up – especially with glue sticks.
- All children should have a water bottle in school every day.
- Arrival and Finish time:-

**8.45am and 3.00pm**

If your child arrives in school after their expected arrival time, they should come through the School Office so they can be accounted for in their class register.

- PE Days
  - Year 3 : Thursday
  - Year 4 : Tuesday
  - Year 5 : Wednesday
  - Year 6 : Monday

All children should come into school in their PE Kit which they will wear all day.

### School Houses

All children have been told which house they belong to and are asked to come to school in their house colour tshirt for PE during the year.

For your information the House Colours are as follows:-

HALES – BLUE

MANWOOD – GREEN

LANGTON – RED

LORETTA – YELLOW

House tshirts can be ordered through our uniform email address [uniforms@ststephensjuniorschool.co.uk](mailto:uniforms@ststephensjuniorschool.co.uk) at a cost of £6.00 or from the school office.

### **School Dinners**

The costs for the term are as follows:- **£2.50 per day/£12.50 per week, paid for in advance. If your child has dinners every day and you would prefer to pay a regular monthly amount, you can pay £47.50 every month for 10 months from September to June inclusive which will pay for a school dinner every day of the school year.**

Please note that any days for which you have paid but are asked to provide a packed lunch, or for which your child is absent, will be credited to you and carried forward to the next term. If you are paying monthly, we will look at the account before the end of the year and let you know of any adjustments that need to be made to the final payment.

Payments should be made directly to the following bank account: **Lloyds Bank (Account Name: St. Stephen's Junior School) sort code 30-64-57, account number 40262260, with a payment reference of your child's name and Dinners (this is important so we can allocate the payment correctly).**

A big thank you to all our parents who have paid in advance – we really do appreciate it.

### **Free fruit snacks at break time**

We continue to offer free fruit snacks at break times on a Monday, Tuesday and Thursday. These are brought to your child's class for them to enjoy.

### **Messages**

We are happy to pass on a message to your child in school but can we please ask that you contact the school by lunchtime to give enough time to be able to communicate the message in time. As you are probably aware, this is a very busy time of day and we sometimes find ourselves unable to reach your child by the time they leave school.

### **Nut Allergies**

Thank you for your continued cooperation in making our school a "nut free" environment. We have a number of children/adults in our school community who have medically recognised allergies for which exposure to nuts can be a life threatening experience. We would ask that if your child has a packed lunch, they do not have peanut butter or hazelnut spread sandwiches.

### **Pantomime Trip – SOLD OUT**

Please note that there are no more tickets for the Pantomime trip in December. If you would like your child to be put on the waiting list, please return your green order slip to the school office. Please DO NOT make any online or cash payments. If your child does get a place, we will request payment at that time.

### **Year 3 Permissions**

If you have not already done so, please could you complete the form on ParentMail regarding the permission needed for your child to access our various online learning platforms.

### **Year 3 Admission Forms**

Please could we ask that if you have already returned your Admission Forms, please do so as soon as possible.

### **Uniform Ordering**

If you need to purchase any uniform, please email:

[uniforms@ststephensjuniorschool.co.uk](mailto:uniforms@ststephensjuniorschool.co.uk)  
and you will receive an email with details of how to pay and how to collect your order.

Alternatively, it can be purchased from the school office.

### **Lost Property**

We already have a number of items in our lost property box (which is located in our school reception). Please could we ask that all of your child's uniform is named, this means that there is a better chance of your child finding their lost item. Also check in your child's year group area/classroom as there are also a number of lost items located there as well.

### **Breakfast Club/After School Club**

We have welcomed our children back to our Breakfast and After School Clubs and it is lovely to have all the children back together in the hall. We are completely full on all sessions except for Friday and a waiting list is in operation. However, we will do our utmost to accommodate a child if a session is needed as an emergency. Ruth Gough (Extended Schools Manager) can be contacted on 07840657598).

### **Access/Parking**

We would like to reiterate that parking within school is strictly for staff only. Please note that the main front gates are locked from 8:35am – 8.55am and 2.50am and 3.10pm. Can we please ask all parents to consider our neighbours and other people when parking and driving outside the school. We have had a number of phone calls from our neighbours regarding inconsiderate parking and some potentially dangerous incidents have occurred. The local police support officers and the Canterbury Parking Services will be monitoring inconsiderate and dangerous parking, specifically on the yellow zig zag lines where children are crossing. Thank you for your cooperation.

### **Term Dates – Term 1**

**Friday 15<sup>th</sup> October**

**Last Day of Term 1**

**Monday 18<sup>th</sup> October – Friday 29<sup>th</sup> October**

**Half Term Holidays**

**Monday 1<sup>st</sup> November**

**Start of Term 2**