

Desford Community Primary School

Kirkby Road, Desford, Leicestershire LE9 9JH

Telephone: 01455 822379 Fax: 01455 823939

 $\hbox{E-mail: office@desford.leics.sch.uk}\\$

www.desford.leics.sch.uk

Headteacher: Mr Colin Wilson



Wednesday 25th August 2023

Dear Parents and Carers,

RE: Diary dates and key information

I trust you have had a fantastic summer together with families and friends. We are very much looking forward to having everyone back in school on <u>Tuesday 29th August</u>. An especially warm welcome goes to our new starters in EYFS, who begin their transition days on the 29th August, with all children being in full time from Wednesday 6th September. Details about this transition have already been sent to parents, but they are also on our school website.

KEY INFORMATION WITH THIS LETTER: On the following pages, we have taken the time to provide the answers to frequently requested information, an overview of the key dates across the year that you may wish to book time off work to attend, and a full list of all of the currently scheduled events and activities that are taking place over the course of the whole academic year. Please take note of the following parts in particular:

- How class Dojo and the School Office should be used for two-way communication Class Dojo is for communication about learning whilst all other communication such as reporting pupil absence/illness, going home arrangements or urgent messages must be through the school office.
- The school's legal requirements to monitor pupil attendance and how this is done.
- Public Health guidance on how long to stay off school for different illnesses.
- Allergy awareness and how the school can support with administering medicines in school.
- Respectful parking, safe use of bikes/scooters and the rules around bringing a dog to school.
- How to get involved with the Friends of Desford Community Primary School (FODCPS) and raise funds.

PARENT SURVEYS: We have been reviewing the responses on the parent surveys that were sent out in January and June last academic year and have made a number of changes that we would like to update you on in relation to your feedback on communication. We will share and respond to the wider outcomes from the survey in due course. For now, here is a summary of the key changes we have made to communication and parent interaction:

- The Website diary has been updated with all relevant activities and events that have currently been planned. This should be seen as the go to place for dates. You can add the diary to your own mobile device if you choose by clicking the link on the website. A summary of these dates, as included on the following pages, will also be sent to parents at regular intervals over the course of the year, with reminders being sent from the office nearer the time.
- To avoid confusion, staff have been asked to only use Class Dojo for sharing news about activities and learning that have been happening in school, all other information about upcoming activities and events should be sent to you from the school office using ParentMail.
- We have reviewed the number of opportunities that parents have to come into school and created a new program of opportunities over the course of the year. These include:
 - Year group assemblies: a celebration and display of work and learning over previous weeks.
 - o Class Visits: An informal opportunity to look at work and/or chat to the teacher.
 - Open Mornings/trips: The opportunity to help in class or on a school trip.

Many of these have already been scheduled and are included in the attached dates/website calendar.







FURTHER UPDATES: Further updates to expect this term are:

- An overview of curriculum linked school trips, visits and residentials for each year group.
- Access to comprehensive overviews of our recently re-modelled curriculum so that you can view more detail about what your child will be learning in each subject and in each year group.
- How to become a volunteer at Desford Primary. You may be interested in getting involved in school life a little more by helping with reading or in the library for example. There will be a volunteer induction evening for interested parents later this term.

SCHOOL DINNERS: An information leaflet and new menu has been sent to you separately. The headlines are that we are no longer using an external contractor for providing school meals. Life MAT have employed staff to work in our kitchen and the menus will now have the flexibility to be changed to meet the needs and popularity of our children.

SCHOOL UNIFORM: School uniform is proven to impact positively on school culture and identity, and improves respectful behaviour. With all children in the school colours, it ensures fairness and equality. We ask that all children comply with the agreed uniform colours, but we do not insist upon these having the school logo. Second hand uniform is also available for purchase from the school, please contact the school office if you are interested in this. Where children come to school without school uniform, we will support them by providing spare uniform for the day so that they are included with the rest of the children. For more information, please visit the uniform page here on our school website. https://www.desford.leics.sch.uk/uniform/

TERM DATES: The school website has the term dates on it for this academic year. Term dates for the 2024-25 academic year are currently being set by the LiFE MAT central team. We will circulate these by email and add them to the website as soon as we have received them. Please always check our website for term dates when booking holidays, the Leicestershire County Council term dates may differ slightly from ours.

SCHOOL ADMISSIONS

If you have a pre-school child who will be starting school in EYFS next academic year (August 2024), or a child who will be moving to secondary school in a year's time (just starting in year 6), you need to visit the primary school admissions portal on the Leicestershire County Council website. The deadline for Secondary Admissions is 31st October 2023, and for Primary Admissions is 16th January 2024. It is recommended that you put more than one choice of school down in case your first choice does not have spaces. Please visit the following website to access the portal which opens on 1st September 2023. https://www.leicestershire.gov.uk/education-and-children/schools-colleges-and-academies/school-admissions

AND FINALLY...

I hope you find the time to enjoy the last few days before the school term starts. This is an exciting and busy weekend for the Desford Community with the Scarecrow Festival taking centre stage. A number of our very own Desford Parents are behind the organisation of the event, so we wish them every success over the weekend and hope you all get some time to enjoy the event. See you all in a few days!

Kind regards

Mr C Wilson Head Teacher

DCPS Diary Datesand information

Updated 25th August 2023



The School Website Calendar

This contains all planned dates and is updated regularly.

To view the calendar or add it to your own device, please click on the following link:

https://www.desford.leics.sch.uk/school-calendar/

Assemblies & Class Visits

Children present and share learning and achievements in a year group assembly, and parents have the opportunity to come together as well. Class visits are an opportunity to look at your children's work in the classroom and chat informally with the year group staff.

	Assemblies	Class Visits 2:50 - 3:20
EYFS	14 th June 2:30pm	30th Nov / 10th May
Year 1	3 rd May 2:30pm	30th Nov / 7th June
Year 2	9th February 2:30pm	30th Nov / 7th June
Year 3	15th March 2:30pm	30th Nov / 7th June
Year 4	1st March 2:30pm	30th Nov / 7th June
Year 5	26th April 2:30pm	30th Nov / 22nd March
Year 6	2 nd February 2:30pm	30 th Nov / 22 nd March

Open Mornings/Afternoons

The opportunity to come into school and help out with some activities.

Thu 23 rd Nov 1:00-3:00	Christmas Decoration Making
Fri 22 nd Mar 9:30-10:30	EYFS/Y1/Y2 Love of Reading
Fri 24th May 9:30-10:30	Y3 - Y6 Love of Reading

Performances/Celebrations

There are a range of performances across the school year, this is a summary of some of the bigger ones. Other events will be publicised in due course and more information circulated closer to the event.

EYFS Nativity	13 Dec 2:0	00pm	14 [Dec 9:30am
KS1 Carols	18 Dec 2:50pm (in the playground)			
Y3/4 Carols	19 Dec 9:15am		19 Dec 2:15pm	
Y5/6 Carols	20 Dec 9:15am		20 Dec 2:15pm	
Year 6 Play and	25 June	26 Ju	-	26 June
Leavers Assemblies	5:30 pm	1:30	pm	5:30pm

Parents' Evenings & Reports

Parents evenings and reports provide information and the opportunity to discuss attainment, progress and personal & social aspects of school life with your child's teacher.

Autumn Term: Week beginning 9th Oct 2023 (by appointment) **Spring Term:** Week beginning 12th Feb 2023 (by appointment) **Summer Term:** End of Year Report July 2023

Sports Day

Years 3/4/5/6 Tuesday 18th June - morning EYFS/Y1/Y2 Tuesday 18th June - afternoon (reserve date - Wednesday 19th June)

Residentials

Year 2 School 'Sleep Over' 21st June 2024 (1 night) Year 4 Beaumanor Hall 25th – 27th September (2 nights) Year 6 Hilltop 23rd – 27th October 2023 (4 nights)

National Assessment Dates

Please ensure that children in the following year groups are in school, illness permitting, for the following periods so that they are able to complete the national assessments that they are required to do in their year group.

EYFS	EYFS National Baseline Assessment: 29th August to 6th October 2023
Year 1	Phonics Screening Check: 10th-14th May 2024
Year 2	KS1 SATS: 1st-24th May 2024
Year 4	Multiplication Tables Check: 3rd-14th June 2024
Year 6	KS2 SATS: 13th-17th May 2024

Communication & Engagement

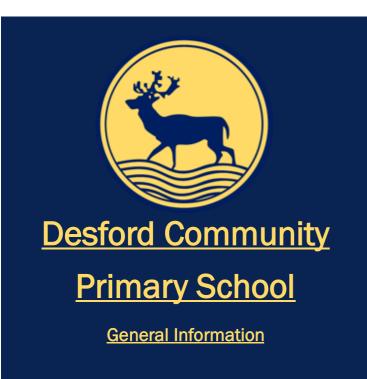
In addition to the website, assemblies, class visits, performances, parents' evenings and reports, there are several other ways in which parental communication and engagement is enabled.

- ParentMail and Class Dojo are the main forms of written communication – information about these is in the general information on the following pages.
- The classroom door: Staff welcome brief questions and queries at the end of the school day. Please approach staff at the classroom door when they have finished seeing children out.
- Face to face or phone call: Where more time or privacy is needed, please arrange a mutually agreeable time to meet face to face or to have a phone call.
- School Volunteers: After completing a safeguarding induction, we welcome parent volunteers to assist with reading or other tasks in the classroom to gain experience in schools or simply to be more involved with school life.
- Open mornings/trips: Parents will sometimes be invited to help out with activities with the children in school or on school trips, giving a snapshot of what it is like to be a child at DCPS.

Pupil Sickness and Diarrhoea

Please remember to keep your child off for a full 48 hours in the event of sickness or diarrhoea. These are Public Health recommendations in order to minimise the chances of spreading germs. Guidance for this and other conditions can be found by clicking here.

We appreciate that this can cause inconvenience to your own work patterns, but unfortunately, we have to treat most cases the same.





School Communication

Other than face to face and telephone communication, the majority of school communication is exchanged through **ParentMail** and **Class Dojo**. This section explains what to expect from these two systems.

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ParentMail

School Office

Most information will be sent to you via the ParentMail App which also links with your email.

Please use the school office to:

- Notify us about pupil absence & medical needs.
- Inform us about pupil collection arrangements.
- Make Payment for clubs, trips or dinners.

What to expect from the ParentMail:

- Newsletters and important information.
- Notification about upcoming events.
- Booking details for before/after school clubs.
- A response to any enquiries.

You can also find further information and diary dates on the school website by clicking here: https://www.desford.leics.sch.uk/



Class Dojo forms part of our behaviour system in school and is a direct link to the classroom.

Parents/carers are invited to use Class Dojo to:

- Ask questions about learning or behaviour
- Arrange a meeting with the class teacher
- Make enquiries about homework

What to expect from Class Dojo:

- A short response to your messages within 48hrs
- Photos and information about class activities
- Automated pupil behaviour reports
- Messages from staff to arrange meetings

Staff are not required to respond to enquiries outside of their working hours, at weekends or during school holidays. <u>Dojo Messages may not</u> be seen until after the end of the school day.

URGENT MESSAGES SHOULD ALWAYS BE CALLED THROUGH TO THE SCHOOL OFFICE

School Attendance: Good school attendance is central to raising standards in pupil progress and attainment so we therefore require our pupils to attend school regularly and on time.

Schools are required by law to monitor pupil attendance and punctuality. Where attendance or punctuality falls below 96% (approximately 8 school days per year), we will work with families to help with improving their attendance. Where this is not successful, an Attendance Welfare Service will be commissioned by the school to support and address any outstanding attendance or welfare concerns. Further information about this service and how to make an application for term time absence is available by visiting our school website on this link (click here).





Administering Medicines

Although schools are not required to administer any medicine for children, at Desford Community Primary School we make every effort to be able to support the administering of medicines for your child. To make this manageable, we generally administer all medicine in one go at approximately 12:00pm. Please complete a consent form and speak to the school office about the process for doing this. We are unable to administer medicine without consent.

THINK BEFORE PARK

BE CONSIDERATE TO OUR NEIGHBOURS
YOU COULD ENDANGER A CHILD'S LIFE



In order to keep our streets safe for families and children, please make best efforts to do the following:

- Walk, scoot or cycle to school if possible
- Park away from residential driveways
- Park as far away from school as possible
- Do not park on the solid white lines in the junction opposite school

DROP OFF AND PICK UP



Bikes and scooters are welcomed and can be stored safely in one of our shelters. Please don't ride them within the school gates as it can be unsafe with so many people around.



If you bring your dogs to school for a walk, please leave them outside of the school gates as dogs are not permitted on site during school opening hours.





We have a number of children in school with severe nut allergies. The Anaphylaxis Campaign does not advocate a total nut ban in schools because it is extremely difficult to enforce due to so many different products containing nuts.

Please do make best efforts to not send any food into school that you know contains nuts. See the 'Allergy Aware School' poster for more details.

Friends of Desford Community Primary

School are a group of parents and staff working together to improve our school and aid our children's education through fundraising events.

They are always looking for volunteers and there are a variety of ways in which you can help out. Whether staffing an event or supporting with planning and preparation, all help is gratefully received. If you are interested, please get in contact with them by emailing the following address:

friendsofdps@yahoo.com

Many thanks for taking the time to read this information

(WUMAN)

Mr C Wilson - Head Teacher

DATES: AUTUMN 1 ST HALF TERM			
Date	Event	Other	
29 th August 2023	School Opens		
29 th August 2023	EYFS new starters Stay and Play Sessions	See website for specific timings	
30 th August 2023	EYFS new starters class session	Mrs Phipps Class 9:15 – 11:15	
30 th August 2023	EYFS new starters class session	Mrs Worley & Mrs Jones 1:00 – 3:00	
31 st August 2023	Mrs Phipps Class – full day	8:40 – 3:10	
1 st September 2023	Leicestershire School Admissions Opens	For EYFS/Year 7 places next academic year	
1 st September 2023	Mrs Worley & Mrs Jones – full day	8:40 – 3:10	
4 th September 2023	Mrs Phipps Class – full day	8:40 – 3:10	
5 th September 2023	Mrs Worley & Mrs Jones – full day	8:40 – 3:10	
6 th September 2023	All EYFS New Starters in full time	8:40 – 3:10	
6 th September 2023	Year 4 Beaumanor Parent Meeting	5:00 – 6:00 (online) info and Q&A	
15 th September 2023	The Roving Bookshop (and Storyteller)	Before, during and after school.	
15 th September	International Day of Democracy	Activities over the week	
25 th Sept – 27 th Sept 2023	Year 4 Beaumanor Hall Residential	Info will be sent home	
1 st – 31 st October 2023	Black History Month	Assemblies and curriculum themes	
2 nd October 2023	Year 6 Hilltop Parent Meeting	5:00 – 6:00 (online) info and Q&A	
2 nd - 6 th October 2023	Bike, Walk and Roll to school week	Health and environmental awareness	
5 th October 2023	School Disco	Timings TBC nearer the time	
10 th October 2023	World Mental Health Day	Usual School Uniform	
10 th October 2023	Parents Evening 3:30pm – 7:00pm	By appointment only	
12 th October 2023	Parents Evening 3:30pm – 6:00pm	By appointment only	
12 th October 2023	Pupil Flu Vaccination (Whole School)	Parental Consent Required	
13 th October 2023 SCHOOL CLOSES AT THE END OF THE DAY FOR HALF TERM HOLIDAY			

DATES: AUTUMN 2 nd HALF TERM			
Date	Event	Other	
23 rd October 2023	School Opens		
23 rd Oct – 27 th Oct 2023	Y6 Hilltop Residential	Info will be sent home	
31 st October 2023	Deadline for secondary school admissions	For current Y6 starting Y7 August 2024	
3 rd November 2023	Re-think your mind launch assembly	Mental Health artwork project	
10 th November 2023	DCPS Remembrance Assembly	With possible live link to the war memorial	
12 th November 2023	St Martins Remembrance Service	Usually about 10:45 at the War Memorial	
12 th November 2023	Diwali	Events in and around Leicester	
13 th November 2023	World Kindness Day	Linked with anti-bullying week activities	
13 th – 17 th November 2023	Anti-Bullying Week	Related activities and lessons in school	
16 th November 2023	School Photos - Individual and Siblings	Wear usual school uniform	
17 th November 2023	Children in Need	Related activities and lessons in school	
23 rd November 2023	PARENT OPEN AFTERNOON Making Xmas Decorations with children	For St Martins Christmas Tree Festival	
30 th November 2023	Parent Class Visits (for all year groups)	2:50 – 3:20 Early opening	
1 st December 2023	SCHOOL CLOSED TO STAFF & CHILDREN	Disaggregated day	
1st Dec to 3rd Dec 2023	Christmas Tree Festival	At St Martins Church, Desford	
5 th December 2023	Music Evening (Instruments)	More information on school website	
8 th December 2023	Christmas Jumper Day	Non-uniform/bright colours/Xmas Jumper	
8 th December 2023	FODCP School Enterprise Fundraiser	3:00 – 4:00 More details nearer the time	
13 th December 2023	EYFS Nativity 2:00pm	Ticket details to follow	
14 th December 2023	EYFS Nativity 9:30pm	Ticket details to follow	
18 th December 2023	Year 6 trip to Warning Zone	More information on school diary	
18 th December 2023	KS1 Carols in the Playground 2:50pm	Gates open early for the performance	
19 th December 2023	Y3/4 Carol Concerts (9:15 & 2:15)	Ticket details to follow	
20 th December 2023	Y5/6 Carol Concerts (9:15 & 2:15)	Ticket details to follow	
21st December 2023	Christmas Dinner Day	Booking information nearer the time	
21st December 2023	School Disco	Timings TBC nearer the time	
22 nd December 2023	Class Christmas Parties	Non-uniform/bright colours/Xmas Jumper	
22 nd December 2023	SCHOOL CLOSES AT THE END OF T	HE DAY FOR CHRISTMAS HOLIDAY	

DATES: SPRING 1 st HALF TERM			
Date	Event	Other	
8 th January 2024	School Opens		
15 th January 2024	Deadline for Primary School Admissions	New starters for EYFS 2024-25	
2 nd February 2024	Year 6 Parent Assembly	Showcase of work/learning 2:30pm start	
5 th to 9 th February 2024	Children's Mental Health Week	Related activities and lessons in school	
6 th February 2024	Safer Internet Day	Raising awareness about online safety	
9 th February 2024	Year 2 Parent Assembly	Showcase of work/learning 2:30pm start	
TBC	Safer Internet Evening for Parents	Information and tips for parents	
13 th February 2024	Parents Evening 3:30pm – 7:00pm	By appointment only	
15 th February 2024	Parents Evening 3:30pm – 6:00pm	By appointment only	
17 th February	Random Acts of Kindness Day	Further details nearer the time	
23 rd February 2024	Stand up to Bullying Day	Falls during half term	
16 th February 2024 SCHOOL CLOSES AT THE END OF THE DAY FOR HALF TERM HOLIDAY			

DATES: SPRING 2 nd HALF TERM			
Date	Event	Other	
26 th February 2024	School Opens		
1 st March 2024	Year 4 Parent Assembly	Showcase of work/learning 2:30pm start.	
7 th March 2024	World Book Day	Wear onesies or pyjamas to school.	
8 th March 2024	The Roving Bookshop	Before, during and after school.	
8 th March 2024	International Women's Day	Related activities and lessons in school	
11 th -15 th March 2024	Science Week	Related activities and lessons in school	
15 th March 2024	Year 3 Parent Assembly	Showcase of work/learning 2:30pm start.	
15 th March 2024	Comic Relief: Red Nose Day	Further details nearer the time	
22 nd March 2024	EYFS/Y1/Y2 Open Morning (Reading)	Parents invited – Further details to follow	
22 nd March 2024	Year 5 and 6 Parent Class Visits	2:50 – 3:20 Early opening	
2 nd April 2024	World Autism Awareness Day	During Easter Holiday	
22 nd March 2024 SCHOOL CLOSES AT THE END OF THE DAY FOR EASTER HOLIDAY			

DATES: SUMMER 1 st HALF TERM			
Date	Event	Other	
8 th April 2024	School Opens		
16 th April 2024	Confirmation of EYFS school places	For children starting August 2024	
22 nd April 2024	Stephen Lawrence Day	Related activities and lessons in school	
22 nd to 26 th April 2024	Stephen Lawrence Week	Wear something orange on the Friday	
22 nd April 2024	Earth Day	Related activities and lessons in school	
26 th April 2024	Year 5 Parent Assembly	Showcase of work/learning 2:30pm start.	
1 st May to 24 th May	Year 2 Standardised Assessments Period	Reading, Writing and Maths assessments	
3 rd May 2024	Year 1 Parent Assembly	Showcase of work/learning 2:30pm start.	
6 th May 2024	Bank Holiday Monday	School closed for staff and children	
7 th to 10 th May 2024	Bike, Walk and Roll to school week	Health and environmental awareness	
10 th May 2024	EYFS Parent Class Visits	2:50 – 3:20 Early opening	
13 th to 17 th May 2024	Year 6 SATS week – Statutory Assessments	Reading, Maths and Grammar assessments	
24 th May 2024	Y3-Y6 Open Morning (Reading)	Parents invited – Further details to follow	
24 th May 2024 SCHOOL CLOSES AT THE END OF THE DAY FOR HALF TERM HOLIDAY			

DATES: SUMMER 2 nd HALF TERM				
Date	Event	Other		
3 rd June 2024	School Opens			
1 st to 30 th June 2024	Pride Month (LGBTQI+)	Related activities and lessons in school		
3 rd to 14 th June 2024	Year 4 Multiplication Tables Check	Statutory Assessment for year 4		
4 th June 2024	Class and year 6 leavers photographs	Wear usual school uniform		
7 th June 2024	Year 1, 2, 3 and 4 Parent Class Visits	2:50 – 3:20 Early opening		
10 th to 14 th June 2024	Year 1 Phonics Checks	Statutory Assessment for year 1		
14 th June 2024	EYFS Parent Assembly	Showcase of work/learning 2:30pm start.		
18 th June 2024	Sports Day	KS2 9:15-12:00 EYFS KS1 1:15-3:00		
19 th June 2024	Reserve Sports Day	In case initial date is cancelled (weather)		
21st June 2024	Year 2 school sleep over (optional)	Children sleep at school for 1 night		
22 nd June 2024	Windrush Day	Recognised in school		
25 th June 2024	Year 6 Production & Assembly – performance 1	At 5:30pm - Ticket details to follow		
26 th June 2024	Year 6 Production & Leavers Assembly – performance 2	At 1:30pm - Ticket details to follow		
26 th June 2024	Year 6 Production & Leavers Assembly – performance 3	At 5:30pm - Ticket details to follow		
28 th June 2024	International Pride Day (LGBTQI+)	Related activities and lessons in school		
1 st July 2024	New Class Structures shared with parents	Discover you child's teacher for next year		
2 nd July 2024 (provisional)	New Class Transition Day	Date TBC with Bosworth Academy		
2 nd July 2024 (provisional)	Bosworth Academy Year 6 Transition Day	Date TBC with Bosworth Academy		
Date TBC	The Market Bos Sch Year 6 Transition Day	Date TBC		
Date TBC	South Charnwood Year 6 Transition Day	Date TBC		
9 th July 2024	Year 6 Leavers Parent Assembly	Celebration of their primary school years		
Wed 10 th July 2024	Wed 10 th July 2024 SCHOOL CLOSES AT THE END OF THE DAY FOR SUMMER HOLIDAY			