

Friday 20th July 2023



KS2 performing *The Wizard of Oz*

**Leavers' service**

We do hope you can join us in the church at 2pm on Tuesday 25th July for our leavers' celebration service.

**Changes to the school day**

From September the timings of the school day are changing to morning drop off between 8:45—8:55am and pick up at 3:25pm.

**Parent Information Sheet**

Attached to this newsletter is the parent information sheet for September. We also have an updated attendance policy on the school website: [attendance policy](#)

**Staff Development Days**

We have staff development days on 1st and 4th September, 18th October and 15th April. There is will be one further SD Day and we'll let you know the date as soon as possible.

**Lost property**

All unnamed lost property will be in the hall on Monday afternoon. Please claim any lost items or pay a small donation for any second hand items you would like. At the end of the afternoon the lost property that is left will be taken to a textiles recycling centre. Please ensure that all items of clothing are labelled in September so that all lost items can be returned to you or your child.

**Music lessons**

The sign up form for music lessons in September has been sent home this week. The deadline to return it is Monday 24th July.

**Mindfulness leaflet**

The Eco Committee have been working hard to produce a mindfulness leaflet for Box Primary School's pupils and parents. Mental Health is a big focus for us and you may have heard the children talking about it more at home. The leaflet will support pupils with strategies on how they can be more mindful, how families can be more mindful and how we can support mindfulness in the classroom. Click the link below to have a look and explore mindfulness strategies.

[Children's Mental Health and Mindfulness Leaflet](#)



Box CE VC Primary School

**School Diary  
Summer 2023**

**Term 6**

25/07/23 - leavers service 2pm in the church & last day of term

**2023/24 Term Dates**

**Term 1**

01/09/23 - staff development day  
04/09/23 - staff development day  
05/09/23 - first day back for the children  
17/10/23 - last day of term  
18/10/23 - staff development day

**Term 2**

30/10/23 - first day of term  
20/12/22 - last day of term

**Term 3**

03/01/23 - first day of term  
10/02/23 - last day of term

**Term 4**

20/02/23 - first day of term  
31/03/23 - last day of term

**Term 5**

17/04/23 - first day of term  
26/05/23 - last day of term

**Term 6**

05/06/23 - first day of term  
25/07/23 - last day of term

One further SDDays to be advised



**School shoes**

A reminder for September, footwear should be black school shoes or all black trainers (black soles and uppers)



### Box Gardening Club

The Amateur Flower, Produce and Craft Show takes place on Saturday 22nd July in the Selwyn Hall from 2pm. Some of the children's work will be exhibited. Children have been given a slip letting parents know if their work is there.

### Puffin crossing to replace zebra crossing outside school

We are delighted to be able to tell you that Wiltshire Council has agreed to replace the zebra crossing outside school with a puffin crossing. The design process will take place during this financial year with the installation taking place in the 2024/25 financial year. The new crossing is a significant investment for Wiltshire Council with the average puffin crossing costing £120 000. As part of the programme, the zebra crossing outside of the post office will be upgrade during the 2023/24 financial year.

The agreement by Wiltshire Council to install the puffin crossing is down to the hard work and determination of Chrissie Green, one of our parents, and Rebecca Smith a past parent and former parish councilor. Chrissie and Rebecca completed and submitted a School Travel Plan to Wiltshire Council in December 2019. They have been resolute that the safest solution to crossing the A4 is a puffin crossing and refused to accept any of the alternatives offered. They have been in regular contact with the council submitting data on all near misses and accidents at the crossing, organising traffic surveys and speed counts to ensure that they achieved their goal. Thank you so much to Chrissie and Rebecca for working so hard to make crossing the A4 safer for everyone.

### Bake sale

The bake sale organised by Amalie, Summer and Evie raised £115.10, and they sold out of everything! They used the monies raised to adopt 3 endangered animals through WWF for the school; a snow leopard, a turtle and a polar bear

### Book sale

The book sale last week saw over 800 books redistributed around Box and raised £85 for Magpies Cancer charity. Thank you to Laura Emerson for organising the sale and to her helpers on the day.

Have a lovely summer break and we look forward to seeing the children back in school on **Tuesday 5th September**.



A few more photos from  
The Wizard of Oz



**Box CE VC Primary School  
Parent Information September 2023**

### **Pupil Information Forms**

It is essential that we have two local contacts for each child so that children can be taken home from school as quickly as possible if they are ill. A copy of your child's Pupil Information Form will be emailed to you in the next few days for you to check. Please return the updated form as soon as possible.

### **Start and finish of the school day**

The school day officially starts at **8:55am** but at 8:45am children may come into school and work on their early morning activities. Both the side gate and the back gate can be used to access the playground to drop off children. Please don't drop off children at reception at the start of the day. Key stage 1 teachers will meet the children in the playground and are available to have a quick word with parents before 8:55am. If you have any messages for your child's teacher, especially if they are in KS2 please email the office and they will be passed on. The gates to the playground will be opened at 3:20pm ready for the end of the school day at **3:25pm**.

### **School uniform**

In September children will be expected to wear full school uniform to school, including school shoes. The school uniform is as follows:

- navy blue sweatshirt, jumper or cardigan
- navy blue or grey trousers, skirt or pinafore dress
- a white or pale blue shirt or polo shirts
- black school shoes or **all black trainers** (black soles and uppers)
- blue gingham dresses or school shorts may be worn during the summer

*NB Please note that black is not a school colour.*

**All clothing needs to be clearly labelled with your child's name so any lost property can be returned as soon as possible. Uncollected lost property will be recycled.**

### **PE Kits**

- navy shorts plain white T-shirt.
- sweatshirt and jogging bottoms for when the weather is cold.
- daps or trainers for outside games - inside PE takes place in bare feet.
- a clearly named drawstring bag to keep PE kit in.

### **Authorised absence**

If your child is ill, please inform the school by telephone in the morning before the start of each day. If you take your child out of school for any reason during term time you need to complete an 'absence from school form', which are available from the school office. Please see the 'attendance policy' for full details.

### **Unauthorised absence**

Any absence that you do not notify us of or obtain permission for in advance has to be recorded as an unauthorised absence.

### **Dropping children off by car**

Please use the Selwyn Hall car park to drop off and collect your child if you need to drive to school. The school car park is only for the use of school staff and visitors.

### **Walking to school**

If you walk to school and need to cross the A4 please use the zebra crossing. Seeing adults use the crossing helps to reinforce in children that this is the safest place to cross the road and means that they are less likely to cross the road where there isn't a crossing.

### **Dogs on the school site**

For the safety and wellbeing of the children, dogs must not be brought onto any part of the school site, this includes the front car park.

### **Collecting children during the day**

If you need to take your child out of school for a medical or other appointment during the school day please fill in an 'Absence from School Form'. When you come to collect your child please report to the school office.

### **Someone unknown to us collecting a child**

If a family friend or grandparent etc. is collecting your child from school, please email the office so that this information can be passed onto the class teacher.

### **Late arrivals**

Please remember that if children are late for school without a valid reason then the absence is recorded as unauthorised. You will need to sign your child in at the office and the late arrival will be marked in the register.

### **Medicines**

The school has a 'Supporting Children with Medical Conditions Policy' which is on our website. Most medicines can be administered by you before or after school. Staff are not obliged to administer medicines but will administer medicines prescribed by a doctor if it is absolutely necessary. Please phone or email the school office staff about administering medicines and complete the relevant permission form.

### **Inhalers**

Please ensure that we are aware if your child is asthmatic. Children should self administer inhalers wherever possible and should keep their inhaler with them at all times. You may wish to let us have a spare inhaler to be kept at school. Inhalers should be clearly labelled with your child's full name and class.

### **Swimming**

Children in Yr 4 to swim from September to February and Yr 3s from February half term until July. Swimming is on a Wednesday afternoon and any child in Year 5 and 6 who is not able to swim 25 metres confidently will also go.

When children swim at the Springfield Centre in Corsham boys should wear speedo style trunks and girls a one-piece costume. If your child wants to wear goggles then we must have a letter from you giving permission for them to be worn.

### **Jewellery**

The only jewellery children are able to wear in school is stud earrings and wrist watches (not novelty watches).

### **Toys**

Small toys that fit in your child's drawer may be brought to school to play with at play time. Any toy brought into school should be labelled and is the child's, not their teacher's, responsibility.

### **Communicating with teachers**

If you have any messages for your child's teacher, please email the office and they will be passed on and teachers will respond as soon as they are able to. If you need to come into school to speak to a member of staff please make an appointment in advance.

### **Concerns**

If you have a concern, we would like you to tell us about it and we welcome suggestions for improving our work. Be assured that no matter what you want to tell us, our support for you and your child in the school will not be affected in any way. Please tell us of your concern as soon as possible. It is difficult for us to investigate an incident or problem which has happened some time ago.

Most concerns can be sorted out quickly by speaking to your child's class teacher. We hope we can resolve your concern informally. We will try to make sure that we understand what you feel went wrong and will do our best to help put things right. Of course this does not mean that in every case you will be satisfied with our response, but it will help us all to understand the situation. It may also help to prevent a similar problem arising again. If you are dissatisfied with a teacher's response, you can arrange to discuss the matter with the headteacher. If you wish you can bring a friend or someone else with you. The headteacher will conduct a full investigation of the concern and may interview any members of staff or pupils involved.

If your concern hasn't been resolved a copy of our Complaints Procedure and complaints form is available on the school website. It is important that only the chair of governors receives the complaint so that an investigation by 'untainted' governors is possible.

### **Behaviour, homework and attendance policies**

Our key policies, such as behaviour, homework and attendance are on our school website.

### **Staff Development Days (SDDays)**

For five days each year the school is closed for staff development. We have SDDays on 1<sup>st</sup> and 4<sup>th</sup> September so children will return to school on **Tuesday 5<sup>th</sup> September 2023**. There will also be SDDays on 18<sup>th</sup> October and 15<sup>th</sup> April. There is one more date that we need to arrange and will give you the date as soon as we know it.

### **Emergency Closure of the school**

Should it ever be necessary to close the school due to bad weather or for any other reason a text message will be sent to parents who have signed up to School Gateway, a message will be placed on the school website; Heart FM and BBC Wiltshire will be informed and will broadcast this information. A member of staff or a governor will inform parents who have not heard the broadcast and turn up at school of the closure. Any children arriving at school unaccompanied will be looked after while we contact you.

### **The school office**

Please only come into the office if you need to drop off or collect something and either email or phone for anything else. Tracey and Hayley, would really appreciate it if you would make sure your child knows at the beginning of the day who is picking them up and they come to school with their lunch box.

### **Money**

Our preferred method to collect payments for trips and activities is online through School Gateway. Any money should go in the black post boxes by the school office in envelopes clearly labelled with your child's name, class, the amount of money and the purpose.

### **Telephone**

The school telephone number is 01225 742663. The telephone is staffed during office hours but not usually between 1:30pm and 2:00 pm; the answer phone is checked regularly if you leave a message.

### **School Lunches**

Our school meals are provided by Chartwells and currently cost £2.30. Chartwells operate an online ordering service, whereby meals need to be ordered online by midnight on the Sunday one full week ahead of the week meals are requested. Meals for children in Reception, Year 1 and Year 2 are free and funded through the Universal Infant Free School Meals Grant. To order meals you first need to register with Chartwells on their website [www.wiltshireandswindon.mealselector.co.uk](http://www.wiltshireandswindon.mealselector.co.uk). The deadline for orders for the first week back will be midnight on **Sunday 27<sup>th</sup> August 2023**.

### **Sandwiches**

Children having a packed lunch should bring their lunch with them to school in the morning in a suitable lunch box with a secure drink container or carton. Please avoid dropping your child's lunch later in the morning as this disrupts the work of our office staff.

MDSAs encourage children to eat their lunch and anything they do not eat will return home in their lunch box.

### **Water bottles**

Please provide your child with a water bottle so that they have access to water to drink when they are in the classroom; the bottle can be refilled with water from the classroom taps.

### **Mid-morning milk**

If you would like your child to have lower-fat milk in school during the morning break, this can be purchased from our provider Cool Milk. Free milk will continue to be provided to all children under five and those children in receipt of statutory free school meal entitlement.

If you wish to register your child for milk, at a subsidised cost of 28p per day, please visit: <http://www.coolmilk.com/register>. Orders have to be placed and paid for by 5pm on a Tuesday for delivery the following week. You can pay Cool Milk either online, over the phone, at a local PayPoint or by cheque.

If you want to order milk but aren't able to access the internet, please speak to the school office.

### **Break time snacks**

Children can bring in a snack to eat at morning break time; they should bring a healthy snack, e.g. fruit, on Monday, Tuesday, Wednesday and Thursday. On Friday they may bring in a small snack of their choice. At the end of the information sheet is the list of snacks compiled by the children. All children in Ash, Oak and Willow classes will be given a piece of fruit or veg daily as part of the government's free fruit to the under sevens initiative.

### **First Aid**

If your child has a minor accident such as a bump or a graze we will treat it accordingly. If anything more serious, or a bump to the head, happens we will notify you either with an accident letter or a phone call.

### **Box Kids**

We work closely with Box Kids as our local provider of after school care. Teachers are informed of children attending the club on a weekly basis. If you would like further information on Box Kids, please contact Becky Townsend on 07966 237215

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Healthy Snacks	Treat
Any fruit or vegetable e.g.	Crisps
Bananas	Popcorn
Apples	Small chocolate bar
Plum	Chocolate biscuit
Pear	Cake
Orange	Chocolate raisins
Tomato	Strawberries in chocolate
Carrot	Dairy Dunkers
Radishes	Pepperoni
Olives	Milkshake
Celery	Fruit Strings
Raisins	Chocolate brownie
Fruit salad	Biscuits
Dried fruit	Jelly
Fruit Flakes	Custard/jam tart
Fruit smoothies	Mini donut
Salad	Mini pie
Yoghurt/frubes	
Cheese	
Pitta bread	
Muesli bars e.g.	
Go Bar	
Geo Bars	
Humzingers	
School Bars	
Strawberries	
Grapes	
Pineapple	
Mango	
Breadsticks	
Raspberries	
Cherries	
Cucumber	
Peas	
Apricots	
Nectarine	
Watermelon	
Avocado	
Beetroot	