



7th September 2018

“Learning Together for Life”

Dear Parents and Carers

Welcome to the 2018-2019 academic year. September 2018 marks my 24th year in the teaching profession and 13th year as a Headteacher and I honestly cannot remember a better first week of term. Monday started with all the staff back for a whole school training day where we focused on re-shaping our behaviour policy. Ofsted commented in 2013 and 2017, that the behaviour of our pupils was ‘outstanding.’ We want to go beyond OFSTED judgements and strive for excellent behaviour in every class, every day.

The first pillar of our approach to behaviour is calm and consistent adult behaviour. We have agreed three school rules to help us achieve this:

- **Be kind**
- **Be safe**
- **Be ready**

Our aim is for every adult working in school, every child and every parent to be able to remember the three school rules without referring to a poster or a policy. We would really appreciate it if you could help by talking to your child about our rules over the next few weeks.

In addition to our school rules, for the next three weeks we will be focusing specifically on smart lining up and smart walking around school. I will communicate more detail about the changes we are working on, later this term.

Friends of the School

September is an exciting time because we welcome many families to our school community. If you are new to the school or looking at to become more involved in school life, one of the best ways is to join our vibrant and supportive Friends of Hartford Manor team. In addition to raising large sums of money that have helped transform our school, they work incredibly hard to host community events that make our school community a special place to be.

Their Annual General meeting will take place in school between 7pm and 7:30pm on the 2nd October. We would be most grateful if you could attend.

Mr Kidwell
Head Teacher

School Dinners

Week commencing 10th September 2018 will be Menu 2. The [full menu choices](#) are available on our website. Please pay online via [ParentPay](#). The price for a school dinner is now **£2.30**.

Please note that we will not provide a school lunch if you owe for 5 meals - £11.50 - or more. It is your responsibility to keep your account in balance so please check it regularly.

If you have a child in Year 3 you will now need to pay for their meals. Please log onto ParentPay to check their balance.

ParentPay

We have had a fantastic response to our move to become a cashless school over the last 18 months. Thank you for your support in making this happen. Please remember to check your account balances regularly and keep them up to date. If your child has just started at Hartford Manor, their account activation letter will be sent by email/hard copy, please ask if you need any assistance getting set up.

We are, however, seeing some accounts where balances remain unpaid and debt levels build up. This then leads to increased admin time sending reminders and chasing payments. This can be an unpleasant experience for the admin team as well as for parents/carers. Did you know that you can set email alerts for when your balance is low? To set these up you need to log into ParentPay:

1. Go to Communications
2. Go to Alert Settings
3. Select the type of Alert (low balance and/or new item) and select how you want to receive alerts, email and/or SMS Text.

Email alerts are free of charge. If you opt for SMS text alerts there is a small charge per text.

It remains in all our interests to ensure that accounts are kept up to date. When debts build up and remain unpaid, they impact upon the school budget. This means that money which should be spent on the children's education is used to cover debts.

We are introducing an online booking system for our breakfast and after school clubs later this term. You will be able to book and pay for sessions online. You will have to have sufficient credit available or pay at the time of booking. We will tell you more about how this will work soon.

After School Activities

The activities for this term will start in the week of Monday 17th September. Please look out for more details next week.

End of the day

We have made a couple of changes at the end of the day that will hopefully help all the children to exit the building and school grounds safely. We have put the fence between the two playgrounds in order to prevent accidents, so the children all need to use the ramp when entering or leaving school. All parents/carers with children in Year 1-6 must wait on the top playground. The teachers will bring the children out and they will be sent to meet you via the ramp. The children find it helpful if you stand and wait in roughly the same place each day.

Parents/carers with children in Nursery or Reception classes can wait on the lower playground near the gates. Child minders may also wait on the lower playground. We aim to bring Key Stage One children out a few minutes before Key Stage Two, in order to reduce congestion on the ramp and playground. Thank you for your cooperation.

Allergies

We have a child in school with a severe contact dairy allergy. We have spoken to all the children about how we can help to keep her safe. Children who bring fruit to school for their snack will be able to eat in the playground. If children choose to bring a snack containing dairy, they will be able to eat it in the hall and then their wash their hands before going out to play. We will also be offering non-dairy snacks only from next week. Thank you for your support.

Morning Snack

Our new snack menu is now on our website - [Snack](#). Please note that we will no longer be offering drinks for sale or any cheese based snacks. This will help us cut down on the use of single use plastics and also to encourage healthy eating.

We are also introducing **Fruit Friday!** We will be offering fruit for sale at morning break or you can choose to send in a piece of fruit from home. Please do not send your child to school with any other snack items on a Friday. Thank you.

Our new menu and price list:

Slice of Toast	25p	Half a Bagel	25p	Bacon Roll (<u>Thursday only</u>)	60p
Fruit - Apple, Banana, Melon			25p		

CAMHS out of Hours Advice Line

The Child and Adolescent Mental Health Service (CAMHS) have launched a new out-of-hours advice line for people living in the Cheshire and Wirral area. The advice line is open to everyone, (children, young people, relatives, teachers, other professionals), and allows people to talk to a mental health professional if they are concerned or would like advice about a child or young person's mental health.

You can call the Advice Line on 01244 397644: 5-10pm (Mon-Fri) and 12 – 8pm (Saturday and Sunday).

Welcome to the FOHM News Update

Are you ready for another fun-packed fundraising year? We sure are!

Welcome back to our new school year 2018 – 2019. We hope you all had a lovely break over the summer.

A big welcome to our new families, and all children who started with us this term; we look forward to meeting you.

Our cycling hero:

Well done Dave Wilkinson on completing LEJOG

Whilst we were all enjoying the summer with friends and family, a member of our school community was busy fundraising for us. That's right; the amazing Dave Wilkinson – grandfather of four children currently at our school – successfully completed the LEJOG End to End 2018 in August – a cycle ride of approx. 1,000 miles from Lands End to John O'Groats.

We are sure you will agree, this is an amazing personal achievement for Dave, and what's more he has helped to raise a significant amount of money for our school. We are just calculating the final amount raised and we'll announce in next weeks' newsletter. Amazing – well done again Dave and thank you.

AGM - IMPORTANT NOTICE OF CHANGE OF DATE

We have had to change the date of our AGM originally planned for Tuesday 11th September 2018. It will now be held on:

Tuesday, 2 October 2018, 7pm at the school.

As required by the Charity Commission, FOHM will hold their AGM (Annual General Meeting) on Tuesday, 2 October 2018 7pm at the school.

Nominations for the positions of Chair, Secretary, Treasurer, Marketing & Comms Officer, and Ordinary Committee Members are invited. Nominees must be a parent/carer of a current Hartford Manor pupil.

All nominations should be in writing, signed by the nominee and seconded by two members of the school community i.e. parent/carer of a child at Hartford Manor.

Deadline for Nominations

Nominations should be received at the school office by 3pm on Friday 28th September 2018.

For more information and to obtain nomination forms, email: contactFOHM@gmail.com

An ordinary committee meeting will take place after the AGM. So, if you are new to the school and would like to find out more about FOHM, please do come along. You don't need to make a commitment, (unless you would like to of course!), but it is a fantastic way to meet other parents/carers, to get involved in school life, and a whole host of fundraising activities.

Parents, carers and teachers of Hartford Manor are all welcome to our AGM and Committee Meetings, you do not need to be an elected committee member in order to attend!

Fundraising

There are lots of ways you can help us fundraise; please click on the logos below for more information:



Stay in Touch

For more information about upcoming FOHM events or to get in touch:

- [Click here](#) to visit our web page
- [Meet the Committee](#)
- Join our [Facebook](#) page
- Follow us on [Twitter @FOHManor](#)
- Email us on contactFOHM@gmail.com

We hope you've had a good 'short' week and the children have settled back into school nicely.

Have a lovely weekend.

Michelle Bebbington
FOHM Chair

Diary Dates **Please note that this list is subject to change during the year**

Autumn Term

Tuesday	2nd October 2018	FOHM AGM 7.00pm at School
Wednesday	17 th October 2018	Open Morning for Prospective Parents 9.00 - 10.30am
Saturday	20 th October 2018	Open Morning for Prospective Parents 10.00 - 11.30am
Friday	26 th October 2018	Last day of term – Half Term Break
Monday	5th November 2018	INSET Day – School Closed
Tuesday	6 th November 2018	School Re-opens
Monday	12 th November 2018	NSPCC Awareness – Non-Uniform day £1 donation
Monday	12 th November 2018	Parents Evening – Times TBC
Tuesday	13 th November 2018	Parents Evening – Times TBC
Wednesday	14 th November 2018	Parents Evening – Times TBC
Wednesday	12 th December 2018	Christmas Open Evening 6.00 - 7.30pm
Thursday	13 th December 2018	KS1 Christmas Performance 2.00pm
Friday	14 th December 2018	KS1 Christmas Performance 2.00pm
Monday	17 th December 2018	Year 3 & 4 Christmas Party
Tuesday	18 th December 2018	Year 1 & 2 Christmas Party
Tuesday	18 th December 2018	Christmas Celebration, St Johns Church, Hartford 6pm - 8pm
Wednesday	19 th December 2018	Nursery Christmas Celebrations at school 9.00 - 10.00am
Wednesday	19 th December 2018	Reception Christmas Concert at school 2.30pm
Thursday	20 th December 2018	Year 5 & 6 Christmas Party
Friday	21 st December 2018	Reception Christmas Party
Friday	21 st December 2018	Last day of term
Monday	7 th January 2019	School Re-opens