



# Wheatcroft Primary School



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10<sup>th</sup> September 2020

Dear Parents & Carers,

Welcome to the new school year and thank you for being so helpful, supportive and patient as we become accustomed to our new way of organising our school days. We have been so impressed with how well all of the children have come into school and have settled down to their learning and the new organisation. A particularly warm welcome and well done to our new Nursery and Reception children who have been an absolute pleasure to welcome to our school. Thank you to all our parent body for helping us to prepare the children for their return.

Throughout the last few days our staff have been on the gates and key areas to support with our staggered days. We hope that this has helped reassure you and that we have been able to help anyone that may have had some queries and difficulties particularly if you have a number of siblings. We would like to take this opportunity to remind you all of some of the safety rules we must ask you to adhere to thus ensuring we continue to minimize the risk to our whole school community.

- We ask that only one parent is with your child at drop off or pick up
- Older siblings of secondary school age should not be coming onto the school site
- If you are able to leave younger siblings safely at home please do so
- If you are able to bring a baby in a sling rather than a buggy please do so
- Scooters & bikes are not permitted
- For your own safety you must not wait on the road; please line up on the playground at a social distance
- Try not to arrive too early as this creates congestion on the road outside the gates. We normally allow parents in 5 minutes before pick up or collection time. If you have dropped off other siblings then please ensure you wait at a social distance on the playground.
- Please keep to the routes you have been given and do not sit on benches or allow children to use any school equipment. The TZone, trimtrail, football wall and benches must not be used by anyone
- Please leave the site and surrounding roads immediately after drop off and collection. You must encourage your child to walk with you, holding their hand if necessary as they must also adhere to the rules. Do not allow your child to run around the playground, run up or down slopes in front of others or play on the hill around Constable's Way
- We must fully protect our class teachers so that they can continue to support our children's education. Please do not try to speak with them at their classroom doors except for urgent matters. If you have any messages for the class teacher please email or phone through to the office during office hours
- Masks can be worn on the site if you choose to, however children must remove their mask before coming into the classroom
- If you have someone else that collects your child please complete the 'Collection Information form' that we have attached with this letter and return it electronically via the [admin@wheatcroft.herts.sch.uk](mailto:admin@wheatcroft.herts.sch.uk) email address

We currently do not have specific guidance around if the rules and expectations might change for schools following the announcement of social gatherings from Monday; but we will of course inform you if and when we do.

As we are unable to carry out our usual parent welcome meetings, we have emailed you the booklets for information for each key stage. Please read these carefully as they contain information regarding the curriculum your child is learning. We will continue to use Google Classroom and Tapestry as a way to support your child's learning at home. Please check these regularly as weekly spellings, homework and some other useful links will be posted for you to support your child at home. If your family needs to go into isolation or if your child is unwell, you can also use these to keep up to date with their learning.

Yours sincerely

*Mrs D Miller*

Headteacher



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**School Uniform** – Can you please ensure your child is wearing the correct uniform, this is explained on the website. Can you pay particular attention to jewellery, hair accessories and appropriate footwear for both indoors and outdoors. A gentle reminder that nail varnish, make-up and hair gel are not allowed and long hair must be tied back.

**Meals** – The School Meals ordering system provided by HCL is now Live Kitchen. The link to Live Kitchen is as follows: [www.schoolgrid.co.uk](http://www.schoolgrid.co.uk). If you are having difficulty accessing your Live Kitchen account please email [admin@wheatcroft.herts.sch.uk](mailto:admin@wheatcroft.herts.sch.uk) and we will arrange to reactivate your account. We ask that you to choose your child's lunch in advance of attending school. Bills for school meals are no longer available, the daily cost is £2.60 per child (£2.35 Nursery), please remember meals must be paid for in advance and you must ensure sufficient funds are on your account before ordering a meal unless a Direct Debit has been set up. All payments should be done via School Comms as we can not accept cash or cheques into school during the current pandemic. If your child is having a home packed lunch and this is forgotten, we will provide a school packed lunch, the cost of which will be reclaimed from yourselves. As previously stated we are unable to accept late deliveries for children of any kind. Unfortunately whilst social distancing restrictions are in place HCL have amended the menu to three choices daily. The current menu appears on the Live Kitchen site.

**Clubs** – Due to the restrictions around social distancing, we are currently awaiting further guidance around whether or not we are able to provide clubs. Alan Mallett Football is an external club running Monday and Tuesday after school for years 3, 4, 5 & 6. Mr Mallett will contact you direct regarding sign up and payment. We regret we are unable to accept correspondence or payment on this behalf.

**Data Collection Sheets** – These were included with your end of year reports. Please ensure these are returned with enclosures duly completed by Friday 13<sup>th</sup> September

## Contacting the School Office

The school office hours for parent communication are between 8:30am and 4:30pm these are the core times when most staff are available. Can you please ensure all communication is carried out between these times. If emails are received out of these hours they will be read and responded to if required, but not until after the office opens at 8:30am.

**Emails** – Electronic communication remains our main method to contact you. If for any reason you are unable to receive emails please let us know so that we can arrange to send home a copy. In addition please ensure you keep us informed of any change of details to ensure you are kept updated. We regret that our system will only allow us to send emails and texts to your number one priority contact. Please ensure that we always hold your current email and telephone number.

**Parent Helpers** – Parent helpers are always such a valuable support to us, so we are very disappointed to say that due to COVID restrictions we are currently unable to welcome parent helpers into the school.

**Website** – We are regularly updating our Website with weekly bulletins, please take the time to look at it. You will also find copies of letters sent home for your information. On the front page you will find a link to communication regarding COVID.

**Absences** – Can we please remind you that if your child is absent for any reason a call must be made to the school office on day one between 8:30-8:45am. This must be followed up with an email to the admin account after the telephone call to ensure we have a record of the absence for your child's file.

**Music Tuition** – Lessons are scheduled to recommence with effect from Monday 21<sup>st</sup> September. Unfortunately due to the current pandemic only individual lessons are being offered. Lessons are only available for children in Y3 to 6. If you wish your child to continue or commence instrumental music lessons with our school's music provider, Hertfordshire Music Service you will need to apply and book on line at <http://www.hertsmusicservice.org.uk/registeronline>. HMS tutors will be teaching face to face or online and every effort has been taken to ensure both tutors and pupils are kept safe in line with guidance. Instruments currently on offer are Clarinet, Flute, Trumpet, Cornet, Trombone, Piano, Keyboard, Guitar and Violin however subject to demand they may be able to source teachers for other requests. Please note children will need to be fully equipped with their music record book which will be provided by the teacher, any tuition books that the teacher has requested you purchase and, where appropriate, their instruments.



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**School Photos** – These will be taking place on Tuesday 6<sup>th</sup> October. In order to minimise risk to our school community and bubbles on this occasion we will not be offering sibling photographs. Only individual photos will be taken. Please ensure your child is wearing their Wheatcroft blue sweatshirt or cardigan, clean uniform and that any hair accessories are kept within the schools rules.

**Secondary Transfer** - A Moving On Leaflet has now been sent to all our current Year 6 parents setting out key dates incorporating the application process. Our local Secondary Schools will shortly be holding their open days/evenings to allow prospective new parents to see their schools. Year 5 parents may like to take the opportunity to visit the schools they are interested in this year and make a return visit again next year before making your final selection. Unfortunately at the time of writing we do not have details of arrangements or proposed dates for visits however we will endeavor to pass these to you as soon as we have more information. In the meantime can we suggest that you visit the websites of the schools you may wish to visit for further information. Please note some of the sessions have previously been on a Saturday morning.