

# Shelford School News

Gt. & Lt. Shelford Church of England (Aided) Primary School,  
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Shelford School Website: [www.shelfordschool.org.uk](http://www.shelfordschool.org.uk)

School letter No. 14/17

29<sup>th</sup> November 2017

## Shelford School Safety

I have been talking to the children over the last few weeks about preparing for emergency procedures. Hopefully they will never be needed but, this morning, we rehearsed an **evacuation** to an alternative safe place (The Church) and an **invacuation** to safe places within the school. The children's responses were impressive; all had listened carefully to their teachers and were waiting silently in their safe spaces for me and Mrs Ward to come to check them and to end the lockdown. I have also been visiting extra-curricular clubs to ensure that they are reminded of these essential procedures.

## KS2 singing at the switching on of the Great Shelford Christmas lights

KS2 children will be singing Christmas Carols at the switching on of the Great Shelford village Christmas lights on Saturday evening. Please meet me and school staff at 6.00pm for a 6.15pm start. This year, our Head Boy and our Head Girl are the "local celebrities" who will actually be switching on the lights! Do please come and support Daniel and Elizabeth in this exciting task.

## PTA Christmas Fair - School Council stall

Every year, on behalf of all the children, our School Council Members run a **nearly new toy stall** at the PTA Christmas Fair in order to help raise money for our school.

From Monday 4<sup>th</sup> December, they will collect toys from each child in their class that wishes to contribute. On Friday 8<sup>th</sup> December, they will work together with me to prepare the stall and on Saturday, they will take turns to run the stall, with me, Mrs Bullock (School Council Governor representative) and other staff overseeing.

We would be grateful if you would help your child to find a nearly new toy(s) that they are willing to donate. Donations can be accepted **from Monday 4<sup>th</sup> December** only, not before please. Thank you for helping to support the PTA Christmas Fair. Many more essential details below...

## Wildlife Garden helpers

I would be grateful to hear from any green fingered helpers who are willing to join our wildlife Garden Club under Mrs Hodge's leadership on Friday lunchtimes.

### **Parent briefings and celebration assemblies**

Parents/carers of children in Year 3 & Year 5 are invited to the school for a parent briefing and celebration assembly **next Friday, 8<sup>th</sup> December, 2.00 – 3.30pm.**

I regret that, due to fire regulations, it is necessary to **limit attendance to one representative per child.** Please let the office know if you will not be able to attend as the place can be used by others who would like a second place. If you are interested in a second place, please would you also let the office know and they will alert you if this becomes possible.

The parent briefing will begin in the hall at 2.00pm followed by a very short time in classrooms with class teachers at 2.30pm. The main subjects of the briefing are safeguarding, mental health and well-being. The children from both classes will then present a short musical performance in celebration assembly from 2.40pm. I do hope that you will be able to join us.

### **Limiting illness**

The season for coughs, colds and sickness bugs is upon us. Parents/carers are reminded that if your child has experienced vomiting or diarrhoea **they must not return to school until 48 hours after the last episode of vomiting or diarrhoea.** You will appreciate that the school must enforce this rule to limit the spread of germs between children and staff. Please can you also remind your child about practising good hygiene and the importance of thorough hand washing, covering mouths when coughing and sneezing into a tissue which they then put in the bin.

### **Making a positive contribution**

As well as the opportunities offered by the school, it is lovely to hear of children taking the initiative to fundraise for well-deserving projects as related in the email I received below:

Henry and Innes (Yr 4) and Zoe (Yr 2), have been learning to sew and we have been making Christmas items over the last few months. They raised £50 by selling these items to family and friends, and decided that they would like to donate this money to charity. They chose to contribute to the Addenbrooke's Charitable Trust (ACT).

Well done, Henry, Innes and Zoe - we are really proud of your hard work and kindness!

Kind regards, Mrs Evans

### **Shelford Feast**

We would like to say a very big 'Thank you' to the Shelford Feast who have very generously donated £2000 to the school. This money is very much appreciated!



## Celebration assembly achievements - Friday 24<sup>th</sup> November 2017

This half term's **Secrets of Success** focus:

- Imagine

Headteacher's Award (4 house points):

- Eli Caroe
- Samuel Caroe
- Rachel Biers

Star Writer (4 house points):

- Gwendolen Doubleday

Maths Investigator Award (4 house points):

- Not awarded this week

Pen Licence

- Imogen Alcock
- Ellie Hayes
- Saisha Mehta
- Naomi Payne

Golden Mile – 5 Miles (2 house points):

- Abigail Barr
- Torben Barnes
- Florence Cross
- Ellie Hayes
- Oliver Milne
- Emi Munoz
- May Sillence
- Maisie Richardson
- Humairah Uddin
- Molly Carrothers
- Jasper Cook
- Lily Evans
- Isabella Harris-Wright
- Jessica Harrison
- Barnes Heath
- Bertie Henderson
- Noah Hirst
- Jake Humphreys
- Deacon Jones
- Harriet Legge
- Olivia Page
- Luca Patterson
- Leo Pincay
- Noah Scourfield
- Jack Smith
- Lukas Welchman
- George Wheeler
- Jake Wilyman

Golden Mile– 10 Miles Bronze (4 house points):

- Isabell Lazarus
- Sophie Norman
- Ollie Chaloner
- Abbey Day
- Christopher Lewis
- Saisha Mehta
- Sophia Petrisor
- Emma Russell
- Bella Seymour
- Iza Syposz
- Thomas Welchman
- Julia Sergeant
- Zofia Zmija
- Edith White

Golden Mile– 25 Miles Silver (4 house points):

- Emily Chatwin
- Imogen Alcock
- Harry Chatwin
- Nathan Edmund
- Joseph Rayment
- Daniel Ward

Golden Mile – 50 Miles Gold (4 house points)

- None this week

Celia (10 house points)

- Conall Darby

Cyril

- Cleaners

Care of Books (2 house points per class member)

- Year 2

Dinner winners (2 house points per class member)

- Year 6

Silver bins (2 house points per class member)

- Year 2
- Year 6

This week's house winners:

- Red Squirrels

### Netball

Netball will restart on Monday 5 February 2018.

## **Brass Lessons**

The last brass lessons of this term will on Tuesday 12<sup>th</sup> December.

## **Guitar Lessons**

There are still some spaces for guitar lessons, so if your child is interested, please speak to the office.

## **Baking**

Two children from each year group will be chosen to bake once a week. The children really enjoy baking (and eating the end product), but they are only able to do this if we have enough parent helpers to cover the baking rota, so if you have a current DBS and are willing to help, please contact your class rep to see if there are any spaces on the baking rota. The baking is very simple and full instructions are given, so there is no need to be the next Mary Berry! Baking times are as follows:

Year 1 – Thursday 2.20-3.20pm

Year 2 – Friday 1.20-2.20pm

Year 3 – Thursday 9.30-10.30am

Year 4 – Thursday 1.20-2.20pm

Year 5 – Wednesday 1.20-2.20pm

Year 6 – Tuesday 1.20-2.20pm

## **Volunteer helpers**

**Please note that as of Friday 1<sup>st</sup> December there will be a new signing in book for all volunteer helpers. As explained by Mrs Evans during the recent parent briefings, this is to assist with our safeguarding procedures. Everyone who has a current DBS will have their own page, listed in alphabetical order, in the green and yellow folder to sign in and out. You will also be required to indicate when you enter and leave the building on our fire register, which will be a sheet to tick. If you cannot find your page in the folder, or have any questions, please speak to the office team.**

## **DBS checks**

All volunteer helpers are required to:

- be DBS checked by the school, even if you already hold a DBS certificate from somewhere else.
- attend an induction session with Mrs Evans prior to helping within the school. Dates for future induction sessions are:
  - Thursday 11<sup>th</sup> January
  - Wednesday 28<sup>th</sup> February
  - Monday 23<sup>rd</sup> April
  - Friday 8<sup>th</sup> June

(These will all be held from 9.05 until 10.15 am)

The exception to this is if you are helping to walk children to an outside venue, e.g. church, under the supervision of the class teacher. If you are unsure whether a DBS check is needed, please speak to a member of the office team or to your child's class teacher.

If you would like to help in school, please pick up a Volunteer Helper application form from the foyer outside the office (peach coloured paper).

*Be Happy. Be Busy. Be Safe. Be Healthy. Be Organised. Reflect. Celebrate. Be an Enthusiastic Learner.*

In order to keep your DBS current, you will need to sign into the new '**Volunteer helper** signing in book' (located at the office) every **three months**. If you don't sign in within this time, your DBS will expire and you will need to go through the process of applying for a new one before you can help in school again.

**It is your responsibility to remember to sign in regularly and keep your DBS current.**

### **Packed lunches**

A reminder, please that packed lunches should not include fizzy drinks, sweets or chocolate bars

### **Nut Awareness Policy**

Please note the following extremely important information for packed lunches:

- Please do not include any portions of nuts
- No nutella or peanut butter sandwiches
- No pesto pasta with pine nuts or similar nut ingredients incorporated.

With this in mind, we take the opportunity to remind parents/carers that the invitation to bring a KS2 break time snack is for **an actual piece of fruit not a cereal bar or fruit snack** as this could be a serious health risk nut allergy sufferers

Please help us to keep everyone safe by not sending these foods. For safety reasons, we will need to remove snacks that do not comply with these instructions. Thank you for your understanding in this.

### **Dinner Money**

Dinner money is £2.30 per meal or £11.50 per week. If you think you are eligible for free school meals, please ask at the office for more details.

Please will you make every effort to pay this online using [www.schoolgateway.com](http://www.schoolgateway.com) . If you need any information about registering for this please contact the school office.

If you are unable to access the internet then make cheques payable to **Shelford Primary School** and write your child's name on the reverse stating that the cheque is for lunch money. Thank you.

The menu and lots of other information about school lunches can be found on their website:- <http://www.myschoollunch.co.uk/cambridgeshire/parents/menus/default.asp>

The school is not able to allow debts of more than £15. A letter will be sent if you are in debt for more than 1 week. If payment is not received then we regret that school meals will be withdrawn and you will have to provide a packed lunch until the payment is made. Thank you for your understanding in this.

The Cambridgeshire Catering Service is able to accommodate special dietary requirements in the event of a medically defined need. Please speak to the school office for the relevant form.

### **Medicines in school**

Please be reminded that all medicines and lotions must be given to the school office staff. Pupils are not permitted to have any medicine, lotion or cough sweets in their bags or pockets during school hours.

Please fill out a form in the office if you need a medicine to be given to your child during school hours.

The school staff can only administer medicines that have been prescribed by a doctor and for which permission has been signed.

**Payment for book bags, recorders etc.**

When paying for items available from the office, please **bring the correct money** as the office does not keep any petty cash for change. Prices are as follows:

Book bags £6.00	Recorder books: £4.00
Recorders: £9 or £16	School hats: £2.50

**School Uniform prices**

ITEM	PRICE
Cardigans	£10.05
Jumpers	£8.55
Polo shirts	£6.45
Fleeces	£11.25
Storm jackets	£17.95
Ruck sacks	£10.75
Book bags	£6.00

Any additional teal sweatshirts for Year 6 children are also available to order online.

**School Uniform**

Uniform is ordered online. Please log on via the link below <http://www.brigade.uk.com/direct/index.php?pdPage=login>. Items will be sent directly to you at home. There is free delivery to your home with orders over £50. Alternatively, any order amount can be delivered to school for free.

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**PTA news**

Hello! This week we're bursting with thanks and some exciting Christmas Fair announcements...

**\*\*THANK YOU!\*\***

**New playground equipment:** We have recently provided £140 of shiny new footballs and hoops for the playground. Thank you all so much for your ongoing and enthusiastic support of PTA activities, including...

**Y2 Cake at the Gate:** Thank you to every baker, seller, buyer and taster who helped raise a fabulous £119.86 from our first Cake at the Gate this year! Year 2 go straight to the top of the leaderboard for the Cake Challenge Cup! Our next Cake at the Gate will be run by year 6 on Friday 19th January.

**Uniform sale:** We have added £25 to the PTA piggy bank with our first uniform sale this year. Thank you all! We will hold more sales throughout the year including a lovely range of summer dresses and shorts in the spring! Thanks too to for the kind uniform donations left in/near the PTA drawer in the Office.

*Be Happy. Be Busy. Be Safe. Be Healthy. Be Organised. Reflect. Celebrate. Be an Enthusiastic Learner.*

**Fairtrade hamper raffle:** Thank you for supporting the hamper raffle to raise £91.60 for Fairtrade. Congratulations to the winning Diamond family and thank you to Shelford Co-op for kindly donating the range of Fairtrade and cruelty-free goodies.

**APFS Christmas cards:** We have raised a fantastic £166.65 for the school this year! Thanks to all the children who made artwork, to everyone who ordered cards/tags/paper and to Sarah Murray for organising. We look forward to delivering your orders soon!

**Northbrook gift wrap:** Northbrook orders have raised £38.27 for the school this year. A brilliant bonus from Christmas shopping! Thank you to everyone taking part and to Angela Mulligan for coordinating. Your orders should be with you this week.

**\*\*CHRISTMAS FAIR!\*\***

**Now less than 2 weeks away! Saturday 9<sup>th</sup> December, 2-4.30pm.**

**Doubling at the gate!**

Woodfines Solicitors (who sponsored Bradley's PTA Challenge and the Summer Fair go karts) have kindly offered to match fund our takings at the gate for the Christmas Fair! So the more people who visit the Fair, the more we'll raise! Thank you, Woodfines! Please tell family/friends/neighbours/colleagues – our poster is attached to help you spread the word!

**Wrap a teacher!**

Year 4 are delighted to announce that Mr Cuff has volunteered to be wrapped for a great cause! Hooray and thank you, Mr Cuff! So if anyone has any odds and ends of wrapping paper we can use to decorate Mr Cuff, please bring to the box in the office. Thank you!

**Grotto tickets**

Tickets for Santa's Grotto at the Fair will be on sale every day after school from tomorrow (Thursday) until Friday 8<sup>th</sup> December. Look out for a year 6 parent in a Santa hat with a big crowd around them! £3.50 per child and entry includes meeting Santa and the Elves, and a present.

Choose: 2pm – 2.30pm (green ticket)/2.30pm – 3pm (orange)/3pm – 3.30pm (red)/3.30pm – 4pm (pink)

**Donations**

Thank you so much for your donations so far. There are boxes in the office for any of the following please:

- **accessories and beads** (y5)
- **gifts, books, cds, dvds** in good condition (y4)
- **sweets**
- **wrapping paper** (y4)

**Hampers and stalls**

Next week expect big bags to appear in the classrooms, ready to receive your rainbow hamper donations. Hamper colours and stalls below:

Year 6: WHITE hamper, Santa's Grotto, Name the toy

Year 5: RED hamper, Accessories and bead kits, Crackers and stamping craft

Year 4: GOLD/SILVER hamper, Secret Santa Shop, Pluck Tina the Turkey, Wrap Mr Cuff

Year 3: GREEN hamper, Clear bag tombola, Drop the coin

Year 2: YELLOW hamper, Pinatas, bottle tombola

Year 1: BLUE hamper, Christmas café

Reception: BROWN hamper, Fine food, Face painting and glitter tattoos

## And for some New Year fun...

### **PTA Quiz – Saturday 27<sup>th</sup> January 2018**

Quiz tables are selling like hot cakes! £10 per person includes chip shop supper or Pasta al Forno from the Shelford Delicatessen and there will be a licensed cash bar. See the poster on the PTA Noticeboard for more info. This event is not to be missed and will sell out, so if you would like to come please contact us ASAP via [pta@shelfordschool.org.uk](mailto:pta@shelfordschool.org.uk).

And that's it for this week! Thanks for making it to the end of this bumper PTA News!  
The PTA team.

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## **School Calendar for 2017 – 2018**

**Please ensure that all holidays are booked during the holiday periods only.** Authorised absence cannot be given for absences on Friday afternoons or Monday mornings unless there are exceptional circumstances. Please put all requests for absences in writing to Mrs Evans and/or make an appointment, via the school office, to speak to her about these. Thank you.

This week's additions to the calendar are in **red text**.

<b>Shelford School Calendar</b>			
<b>Academic Year 2017 - 2018</b>			
<b>Autumn Term 2017</b>			
<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Notes</b>
Saturday 2 <sup>nd</sup> Dec	6:00pm	KS2 singing at the switching on of the Great Shelford Christmas lights	Shelford Memorial Hall
Monday 4 <sup>th</sup> Dec	2:30pm	FS/KS1 Nativity	School hall - ticketed event – details to follow
Tuesday 5 <sup>th</sup> Dec	2:30pm	FS/KS1 Nativity	School hall - ticketed event – details to follow
Saturday 9 <sup>th</sup> Dec	2.00 – 4.30pm	PTA Christmas Fair	School
Thursday 14 <sup>th</sup> Dec	6pm	KS2 Carols by Candlelight	St Mary's Church
Tuesday 19 <sup>th</sup> Dec	All day	Shelford School Christmas Day	School
Tuesday 19 <sup>th</sup> Dec	KS1 4.15 – 5.30 KS2 5.45 – 7.15	PTA School disco	Little Shelford Memorial Hall
<b>Christmas Holiday 20<sup>th</sup> December 2017 -2<sup>nd</sup> January 2018</b>			



<b>Spring term 2018</b>			
	<b>Time</b>	<b>Event</b>	<b>Notes</b>
Wed 3 <sup>rd</sup> Jan	All day event	Teacher training day	School closed
Thursday 11 <sup>th</sup> Jan	9:05-10:15	Volunteer Helper induction	Please book a place with the office
Friday 19 <sup>th</sup> Jan	1:30pm	Year 6 Class assembly/parent briefing & Celebration assembly	
Friday 26 <sup>th</sup> Jan	1.30pm	Year 5 Class assembly/parent briefing & Celebration assembly	
Saturday 27 <sup>th</sup> Jan	7.00 – 11.30pm	PTA Quiz	
Thursday 1 <sup>st</sup> Feb	3.45 – 6.45pm	Pupil/Parent/Teacher consultations Year 6	School hall
Friday 2 <sup>nd</sup> Feb	2:30pm	Candlemas	St Mary's Church
Mon 5 <sup>th</sup> Feb- Wed 7 <sup>th</sup> Feb		Year 6 residential trip to Grafham Water	
Monday 5 <sup>th</sup> Feb	3.45 – 6.45pm	Pupil/Parent/Teacher consultations Years 1-5	School Hall Mrs Paterson (SENDco) able to attend
Wednesday 7 <sup>th</sup> Feb	3.45 – 6.45pm	Pupil/Parent/Teacher consultations Years 1-6	School hall
Thursday 8 <sup>th</sup> Feb	3.45 – 6.45pm	Pupil/Parent/Teacher consultations Years 1-6	School hall
Friday 9 <sup>th</sup> Feb	All day event	Teacher training day	School closed
<b>Half term 12<sup>th</sup> February to 16<sup>th</sup> February 2018</b>			
Wed 21 <sup>st</sup> Feb to Friday 23 <sup>rd</sup> Feb		Year 5 trip residential trip to Burwell House	
Friday 23 <sup>rd</sup> Feb	1:30pm	Year 4 Class assembly/parent briefing & Celebration assembly	
Wed 28 <sup>th</sup> Feb	9:05-10:15	Volunteer Helper induction	Please book a place with the office
Friday 2 <sup>nd</sup> March	1:30pm	Year 3 Class assembly/parent briefing & Celebration assembly	
Friday 9 <sup>th</sup> March	1:30pm	Year 2 Class assembly/parent briefing & Celebration assembly	
Friday 16 <sup>th</sup> March	1:30pm	Year 1 Class assembly/parent briefing & Celebration assembly	
Thursday 22 <sup>nd</sup> March	7:30pm	Full Governing Body meeting	Think Tank Room
Friday 23 <sup>rd</sup> March	1:30pm	Year R Class assembly/parent briefing & Celebration assembly	
Thursday 29 <sup>th</sup> March	2:15	Easter Service	All Saints Lt Shelford
<b>Easter Holidays 30<sup>th</sup> March to 15<sup>th</sup> April 2018</b>			

<b>Summer term 2018</b>			
<b>Date</b>	<b>Time</b>	<b>Event</b>	<b>Notes</b>
Monday 23 <sup>rd</sup> April	9:15-10:15	Volunteer Helper induction	Please book a place with the office
Monday 7 <sup>th</sup> May	All Day	Bank Holiday	School closed
Saturday 19 <sup>th</sup> May		PTA Summer Fair	
Thursday 24 <sup>th</sup> May	11:15am	Ascension Day service and picnic	
Friday 25 <sup>th</sup> May	All day	Teaching Training day	School closed
<b>Half term 28<sup>th</sup> May to 1<sup>st</sup> June</b>			
Friday 8 <sup>th</sup> June	9:15-10:15	Volunteer Helper induction	Please book a place with the office
Thursday 14 <sup>th</sup> June		Class photos	
Friday 29 <sup>th</sup> June	8am	French Breakfast event	hall
Sunday 15 <sup>th</sup> July		Shelford Feast	
Tuesday 24 <sup>th</sup> July	All Day	Leavers' service and event	
<b>Summer Holidays 25<sup>th</sup> July to 3<sup>rd</sup> September</b>			

<b>Autumn Term 2017</b>	<b>Spring Term 2018</b>	<b>Summer Term 2018</b>
Monday 4 <sup>th</sup> September 2017 to Tuesday 19 <sup>th</sup> December 2017 inclusive Half term Monday 23 <sup>rd</sup> October 2017 to Friday 27 <sup>th</sup> October 2017 inclusive	Wednesday 3 <sup>rd</sup> January 2018 to Thursday 29 <sup>th</sup> March 2018 inclusive Half term Monday 12 <sup>th</sup> February 2018 to Friday 16 <sup>th</sup> February 2018 inclusive	Monday 16 <sup>th</sup> April 2018 to Tuesday 24 <sup>th</sup> July 2018 inclusive Half term: Monday 28 <sup>th</sup> May to Friday 1 <sup>st</sup> June 2018 inclusive
Shelford School Professional Development Days (INSET) on which the school is closed:		
<ol style="list-style-type: none"> <li>1. Monday 4<sup>th</sup> September 2017</li> <li>2. Friday 20<sup>th</sup> October 2017</li> <li>3. Wednesday 3<sup>rd</sup> January 2018</li> <li>4. Friday 9<sup>th</sup> February 2018</li> <li>5. Friday 25<sup>th</sup> May 2018</li> </ol>		