



Together, we learn and grow



12th September 2022

Dear Parents/Carers,

I would like to welcome you all back to Shepherdswell Academy and hope that you have all had a good summer break. We have all enjoyed having your children back at school and welcoming our new Reception children. The children have settled in really well and are filling their classrooms with energy and enthusiasm.

At Shepherdswell Academy we aim to make sure that every child feels welcome, safe and part of our diverse community. We start each day by being ready, respectful and safe, and aim high to achieve our goals.

This year we welcome Miss Weatherspoon our Hedgehogs teacher, Mrs Crossman our receptionist, Mrs Bibi who is a HLTA, Miss Knight who is a teaching assistant in KSI and Miss While who is a lunch and play assistant.

School Closure - Monday 19th September

As I am sure you are aware last week, we had some sad news as a nation that Her Majesty Queen Elizabeth II died. Our deepest condolences go to the Royal Family and everyone in our school and wider community.

The Queen's state funeral will take place on Monday 19th September, and this has been declared by King Charles III as a bank holiday. This means that Shepherdswell Academy will be closed for 1 day on Monday 19th September, and we look forward to seeing all our children in school on Tuesday 20th September.

The school day, start and end times

The start of the school day

8:40am - Classrooms will open to welcome children into school

8:50am - Classroom doors will close ready for registration and gates will be locked

We ask that children in EYFS and Year 1 go straight in once their classroom doors open and year 2 children line up behind the metal benches, and we ask year 2 parents to also stay behind them.

If your child arrives after **8:50am**, they will need to go to the main school reception/office to be registered and will be marked as late. Likewise, if you are late collecting your child, they will need to be picked up from the main school reception/office, this will also be monitored. We ask that you are on time to drop off and collect your children.

Lunchtime for the children

11:45am-12:45pm - Reception (Hedgehogs and Squirrels) Lunchtime

12:15pm-1:15pm - KSI (Owls, Woodpeckers, Foxes and Badgers) Lunchtime

End of the school day

Head Teacher: Mrs Ryan
Billingwell Place, Springfield, Milton Keynes, MK6 3NP
Telephone: 01908 665418

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3:15pm - Classroom doors will open for you to collect your child

Your child will only be allowed to be collected by the people you have named. If another person collects your child, you will need to inform the class teacher before-hand and the person collecting your child will need to give the password to the teacher before your child will be allowed to go.

Picking up and collecting your child



Please, can we remind you that school premises is a no-phone zone, in line with the Safeguarding Policy. We ask as parents that you support us with this and do not use your mobile phone when you are 'dropping off' or 'collecting' your child/ren.

While we encourage children to be physically active, we ask that if they come to school on a bike or scooter, that they do not ride on them in the playground to avoid accidents. We ask that your child does not play on the equipment in the morning or after school. However, if they do play on the equipment and they do have an accident it will be your responsibility as their parent.

Finally, just a reminder about parking, when parking please be mindful of residence and the community and walk to school if you can. Please **do not** park on the pavements, or on or across private driveways, or on the yellow zig-zag lines. The school carpark is for staff only and should not be used by parents unless this has been agreed with by the school in some circumstances.

We thank you for your continued support with the above and ask that if a member of staff reminds you of these expectations, that we are respectful of one another.

Uniform and what your child will need

Your child will be expected to come to school wearing school uniform, this includes the correct shoes and PE kit.

No jewellery should be worn at school except a small pair of stud earrings. However, children **should not wear earrings** on days they have P.E and you will be asked to take them out in the morning if your child comes to school wearing them. Long hair should also be tied back.

All uniform including the items with the school logo on can be purchased from Kedaph School wear www.kedaphschoolwear.co.uk items such as trousers, skirts and shoes can be purchased from major retail stores.

We do have 'pre-loved' uniform available in school, so please contact office@shepherdswell.emat.uk if you need support. We would also welcome donations of uniform items that have been grown out of.

Your child will need to bring a named book bag and a named water bottle to school each day. On their PE days they will need to come to school in their PE kits. These days have been shared with you by your child's class teacher.

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Universal free school meals

Free school meals will be available for all children in school. The menus will be available weekly, where you will be able to make the choices for the meal you would like your child to have. For our new reception children, these will be available from today Monday 12th September.

The meal menus will be available weekly, these now need to be completed online by Wednesday each week for the following week using the link below

<https://login.eduspot.co.uk/public/portal/school/?app=schoolmoney>

Please make sure you complete this, as your child **will not** have a meal provided for them.

Alternatively, you can provide your child with a packed lunch instead. This should be a healthy and balanced lunch with packaging your child can manage by themselves. No glass bottles or cans please.

We are a **NUT FREE SCHOOL**, so no nuts or nut-based products, should be brought into school.

Breakfast club and afterschool club

Breakfast club will be operating as usual and will be open from 7:30am each morning and runs until the beginning of the school day. The cost is £2.50 per day. If you require a place at breakfast club, please contact the school office by telephone [01908 665418](tel:01908665418) or email office@shepherdswell.emat.uk

There will be a range of afterschool clubs will be offered each term that your children will be able to attend. These usually run from 3:15 until 4:15 at a cost of £3:00 per session. More information will follow at the beginning of each term.

New School Logo



As you may be aware, this is our new school logo. This will not affect school uniform for this academic year, and your child can wear both uniform with the new logo on or the old logo.

Weekly SWAY Newsletter

Our weekly newsletter began again on Friday, this will be emailed out to you and available on our school website. These will keep you up to date with what is happening in school and any upcoming events.

We would like to thank you for your continued support and if you have any questions or require any further information, please contact our school office via the telephone [01908 665418](tel:01908665418) or via email

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Mrs Ruth Ryan
Headteacher

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