



St Francis Catholic Primary School

Highcliffe Road, Morley, Leeds, LS27 9LX

www.stfrancismorley.org.uk

Newsletter No. 1

Date: Tuesday 3rd September
2019

Dear Parents,

Happy New School Year!

Welcome back- I am sure the summer holidays fly by faster each year! I hope you all had some relaxing time as a family, the children all looked raring to go this morning.

I hope all our last year's Year 6 is settling into their new lives at high school – we love to hear about their successes.

Staffing

- We would like to welcome the following new member of staff, Mrs Tekchandani who has joined us as a new Teaching Assistant.

As you read on, our more seasoned parents will probably think they have read some of this before– and for some of it you will be right! We need to ensure that everyone is familiar with everything though, so please have patience.



School Lunches

Our meals all must meet the statutory nutritional standards and our kitchen staff, led by Tracey Sharp, take care of this. Lunches are provided on a menu system that gives the children daily choice and therefore cuts down on wastage. Menus are issued on a 3 week rolling program and are therefore currently set until Christmas. Menus are available to view in the Notice Board near the entrance gate, next to Mrs Whitfield's office and on the school website. Key Stage One children are now all eligible for free school meals.

Cost per day:

£2:10 – Nursery

Free- for years Reception, one and two

Years 3,4,5,6 - £2.40

Payment should be made in advance either via schoolmoney.co.uk as an online payment. If you do not have access to the internet the school office can take card payments. In exceptional circumstances cash can be taken which should be in a labelled envelope handed in by your child to the class teacher. Please help by paying on time!



Milk

A nutritious carton of milk is available for all the children in Reception-Year 6. Milk is paid for via 'Cool Milk'. Ordering is completed on line at www.coolmilk.com.

Office Hours

Mon-Wednesday 8am-5pm

Thurs-Friday 8:15 am-3:30 pm

Praise Assembly

The first Praise Assembly will take place on **Friday 13th September at 9:10 am**, all parents and carers are welcome to attend.

Helping our Administration and day-to-day running:



General communications

Communications from us which require a response should be sent via your child's class and brought in by your child. We don't need you to personally deliver them or for you to use special stationery – old, reused envelopes are very welcome.

Educational Visits/Trips etc:

Please pay via schoolmoney.co.uk.

Visiting school for assemblies/school functions:

We love to see you and don't want to keep you waiting outside – could you please help us by arriving no earlier than 5 minutes before the stated time.

Mornings:

Children (other than Nursery & Reception) should enter school on their own, carrying their own belongings. If you need to speak to a teacher briefly - staff are available near the fire exit doors. If a more lengthy or private conversation is needed – an appointment should be made via the main office or with your child's class teacher.

Apologies if the above seem prescriptive but the volume of people at the school office is sometimes unmanageable and we do have good systems in place already. Following our systems allows us to be more efficient and means less mistakes are made. Thank you

Team Houses

All the children in school are placed in designated 'Houses' – St George, St Andrew, St David or St Patrick. House points are received for various reasons.

Absence from school



If your child is ill, can I ask that you phone school before 9am to let us know (an answer phone message can be left). If we receive no notification from you we will endeavour to contact you, initially via text message or phone.

Contact Details



Can you please ensure that we have your most up-to-date phone numbers and contacts we require two contact numbers for each pupil. We often have children unwell and can't contact parents.

The Wednesday Word



Each Wednesday, your child will bring home a colourful and informative publication called the Wednesday Word. We have subscribed to this on your behalf so that you have the opportunity each week to share the following Sunday's readings with your children. The purpose is to share the words of the gospels as a family, sharing family time and helping the children understand the meaning of the gospels. Please support your child by giving just a few minutes each week in reading the pamphlet together and following some of the suggested activities. Thank you.

Macmillan Coffee Morning 27th September

After Praise Assembly on Friday 27th September we will be holding our annual Macmillan coffee morning. We ask parents to contribute buns and cakes for the event on Friday 27th September. All parents and carers are welcome to tea and coffee in the DT room after assembly. We ask for a donation for this important charity. Buns will be sold to the children for 30p at first break.

Future Newsletters

You can access all Newsletters on our website www.stfrancismorley.org.uk

There is an option on the website to have a Newsletter e-mailed to you if you prefer to receive it by this method.

You will need to log in to the website and, at the bottom of the homepage, in Newsletter Subscription, put your details. Once the Newsletter has been uploaded, a copy will be emailed to you.

Congratulations to Miss Robinson who was married in the Summer holidays, her married surname is Mrs Harrison. We wish them both every happiness in their future together.

Yours Sincerely,

Mrs R. Harrison

Headteacher