



WATFORD FIELD JUNIOR SCHOOL

NEWSLETTER – 2023 no. 1

08.09.2023



Welcome back. We hope you had a fantastic summer holidays. Good to see that all the children settled well this week and also the teachers.



It is the first Newsletter this Academic Year. Yes, it is Autumn, even though it is so hot. Please put sun cream on your child and send them to school with a sun hat and plenty to drink.

Year 5 Swimming Autumn Term

The sessions run every Thursday
from 14th September to 14th December

Children to be in school, pool ready to save time.
Don't forget towel, underwear + swimming
cap/goggles if you wish.

It is £3.00 a week.

The lessons will be held at Everyone Active Watford
Central. They are of a high quality and good value
for money.

(Payment information was sent out separately today
to Parents/Carers)

Year 6 Secondary School Transfer Applications

Year 6 Parents/Carers should have received
information via email on Tuesday the 5th regarding
Secondary School applications. These need to be
done online.

The deadline is 31 October 2023

You can see details of Secondary and upper
schools open events online by clicking the link:

www.hertfordshire.gov.uk/schoolsdirectory

1 March 2024 Allocation Day

School Dinner Accounts

Please ensure that your child's dinner account is topped up via Arbor to cover meals taken. Junior meal is £3.20.





PE days:

Year 3 - Wed/Fri

Year 4 - Tue/Fri

Year 5 - Wed/Thur - Swimming

Year 6 - Tue/another day to be confirmed

Children can come to school wearing their PE kit on those days.

What's happening for the rest of the Autumn term?

Meet the teacher will be held at 3.30pm to 4pm in the classrooms.

Year 3 - 18th Sept. 2023

Year 4 -19th Sept. 2023

Year 6 -20th Sept. 2023

Year 5 - 21st Sept. 2023

These are informal meetings where the year group teachers will give you information you need to know about the year group and a chance to ask questions. Please note these are not individual meetings.

Violin lessons for Year 3 classes will start Monday the 11th September

Autumn Half Term:

Monday to Friday, 23 October to 27 October 2023

Occasional Day

Friday 8 December 2023

Christmas and New Year break:

Thurs, 21 December to Wed, 3 January 2024

Inset Days

Thurs, 4 January and Fri, 5 January 2024

Pupils return to school for the start of the Spring 2024 Term on Monday, 8 January 2024

Dropping off & Collecting at the end of the day from September

Year 3 & Year 6 will be collected and let out from the top playground

Year 4 & Year 5 will be collected and let out from the bottom playground

Communication in School

As a reminder who, when and how to contact in case of any queries, please see bottom of the Newsletter.

Uniforms

It is good to see children wearing their uniforms. Please make sure your child's uniforms are named. If you need to order any items, you can do so using the following link:

[Mapac - Schoolwear, Workwear, Sportswear, Promotional Products or Art Supplies. Quality, innovation and value since 1955](#)





Welcome to Field

We would like to give a warm welcome to our newest member of staff - **Miss Rachel Emerick**, who will be the Teaching Assistant for Year 5.

Next week Birthdays

We wish all the children celebrating their Birthdays lots of fun and many happy returns.

Vihaan (Yr 4), Emad Ali (Yr 5), Sami (Yr 3), Ignacy (Yr 5), Bailey (Yr 6)



Highest Attendance this week

5W & 60'B

99%



Field Junior School



Head teacher: Miss J Brooks, B.Ed (Hons)

Watford Field

Hertfordshire

WD18 0AZ

Tel: 01923 221877

Fax: 01923 223134

Dear Parents/Carers

COMMUNICATION

As communication is a crucial element to the smooth running of a school, we would like to clarify who you should communicate with directly if you have a query or concern. To expedite your query/concern, please can I ask that you refer to the table below when deciding which member of staff is most appropriate to contact.

| YOUR QUERY | WHO YOU NEED TO TALK TO | HOW TO GET IN TOUCH |
|---|--|--|
| To share any concerns regarding child welfare or family circumstances, including child protection | Safeguarding Lead: Mrs Connell or Miss Brooks | Telephone to make an appointment via the school office 01923 221877 |
| Anything specifically relating to your child (their progress, behaviour or something that has happened in school) | Your child's Class Teacher is always the first port of call for any of these queries. They may then involve the Deputy Head Teacher or Head Teacher if necessary | Make an appointment via the School Office Teachers have different availability before and after school due to clubs, meetings, training, etc. They may telephone you if appropriate. If you wish to make an appointment , it would be helpful to give the office an indication of the nature of the concern to ensure enough time is allocated |
| Concerns or complaints relating to your child . | Your child's Class Teacher is always the first port of call for any of these queries | Make an appointment via the School Office Teachers have different availability before and after school due to clubs, meetings, training, etc. They may telephone you if appropriate. If you wish to make an appointment , it would be helpful to give the office an indication of the nature of the concern to ensure enough time is allocated See Complaints policy on school website |
| Anything to do with your child's Special Educational Needs (SEN) provision or any concerns you may have about SEN or pastoral needs | Inclusion Manager: Mrs Connell | Make an appointment via the School Office |
| Anything relating to your child's sickness absence | School Office | Inform the School Office before 9.00am on the first AND third day of absence detailing reason for absence and a written note on the day your child returns. Leave a voicemail on: 01923 221877 PLEASE DO NOT EMAIL ABSENCES AS THEY DO NOT GET PICKED UP FIRST THING |
| Anything related to your child's absence due to a medical or | School office | Inform the school office in advance in the form of a written note or telephone call/leave a message on |

| | | |
|---|---|--|
| outside appointment during the school day | | school answer phone and confirm whether your child will be requiring lunch that day. |
| If you child is going to be late e.g. traffic problems, family emergency | School office | Inform the school office as soon as possible or leave a message on the answer phone and confirm whether your child will be requiring lunch that day |
| Quick messages for your child's teacher e.g. lost items, wrong jumper | Class Teacher/Teaching Assistant | Speak to the member of staff who greets your child in the morning |
| Messages about who is collecting your child etc | School office | 01923 221877 BEFORE 12 noon |
| Holiday Requests during term time. Please remember requests should only be made in VERY exceptional circumstances. | Miss Brooks | Complete the appropriate form from the school office |
| Any queries with administration e.g. school dinners, payments, updating contact details | School office | 01923 221877 |
| Message for the Governing Board | Chair of Governors | Contact by letter via the school office addressed to Chair of Governors |
| Anything to do with the school premises | School Office | 01923 221877 |
| Information regarding forthcoming events | Please refer to school website, newsletters etc | Please check the school calendar, newsletter or appropriate section on the school website https://fieldjm.herts.sch.uk/ |

I hope this information is useful.

Kind Regards

Jeannette Brooks

Head Teacher