

Dunmow St Mary's Primary School

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Friday 4th September 2020

Dear Parents

It was so nice to see all the children back in school this week – we have really missed them. Thank you for your patience and feedback regarding the new drop off and pick up routines. Please note that children are not allowed to play on any of the equipment due to the possibility of cross-contamination.

Packed lunches

With so many of our children having packed lunches at the moment we would like to remind you that we are a **nut-free school**. Please do check food labels as some items do not always obviously contain nuts. There are children in school that will have a severe reaction when coming into contact with nuts so please do take the time to consider what you are sending in. If you are struggling to be inventive about what you give your child you may like to take a look at this website for ideas:

<https://www.nhs.uk/change4life/recipes/healthier-lunchboxes>

Lunches

As you will know we are currently only able to provide a school lunch for our Key Stage One children and our Free School Meal (FSM) children. In both Reception and Year 1 school meals are compulsory, however, children in Year 2 and FSM children in years 3-6 have the option of a packed lunch.

To help us manage this moving forward we have introduced the facility via Scopay for parents of FSM children to order the meals online. We hope that this will prove to be a useful and time saving activity and mean that you can agree with your child with their meal preference will be. We will be contacting these parents separately with instructions about how to do this and hope to get this up and running over the next week or so.

If you have seen the new facility on Scopay please note that this is only for parents of children in Years 3, 4, 5 and 6 who are entitled to a Free School Meal at the moment. If you complete this for your child who does not fit into the above categories it will NOT mean you have ordered a meal for your child as this is not an option.

Vacancy - Midday Hall Assistant

We have a vacancy within our catering team for a midday hall assistant starting as soon as possible. We pay £9.32 per hour and are looking for someone to work Monday to Friday from 11:45 to 13:15 during term time. We have significant risk assessments in place as well as new operating procedures to ensure the safety and well-being of our staff during this unusual time. If you are interested then please contact the office via admin@dsmprimary.essex.sch.uk to get additional information and/or an application form. The closing date for applications is Friday 19th September 2020 and all applicants will undergo pre-employment checks including a DBS check.

Library Books

We are in the process of working how best to use our wonderful library resource to support the children's learning during this time. As a starting point it would be really helpful if your child has a library book at home if they could bring it back into school now. There will be a box in each of their classrooms where they can put these and all books will be quarantined for 72 hours minimum before being re-distributed

Contacting the office

The office is always happy to see parents and answer any queries they have. However as no parents are allowed to drop in we hope the following will help you answer your question. If it doesn't then please do not hesitate to either call them or email them at admin@dsmprimary.essex.sch.uk. Most of the information you require is also available on our website.

Type of enquiry	Possible solution
My child requires medicine during school time, what do I do?	The medical authorisation form is on the parent page of the website, please complete this and pass the form together with the medicine to your child's class teacher or member of the Leadership team at drop off.
My child has a medical appointment and I need to pick them up during the day	Please come to the front entrance, buzz the gate and a member of staff will bring your child to you.
I would like to speak to somebody at school (my child's teacher/SENCO/HT or AHT)	Please contact the school office so that they can arrange a telephone appointment or returned call.
I have got stuck in traffic and my child is late for school	Please come to the front entrance, buzz the gate and a member of staff will come to meet your child.
My child has lost their jumper, cardigan etc. Can I check lost property?	If the item has been named it will be returned to your child. However any unnamed items cannot be held in a lost property box due to possible cross contamination and will be placed in the recycling bin.
I would like to purchase a book bag	For uniform items still sold from the school office please purchase these via your child's Scopay account. Other items of clothing can be purchased online from our uniform suppliers. We cannot sell second hand uniform at this time.
I am changing my address or email details	Please email the school on the admin email address with all the new details – please include the name of your child(ren).
I do not have a printer, can I have a paper copy?	All copies of letters, newsletters and forms are available on the website or app. All of these can be accessed via the parent page of the website.
I would like to make a complaint	Please send your complaint by email in the first instance and the relevant member of staff will either reply or give you a call.

Y6 Girls – entrance test for CCHS

For information purposes only, please note that Chelmsford County High School for Girls has requested an in-year variation to its Admissions Policy for Year 7 September 2021 entry. Following the COVID-19 assessment processes for selective school admissions guidance recently received from the DfE (<https://www.gov.uk/government/publications/coronavirus-covid-19-assessment-processes-for-selective-school-admissions>), CCHS are seeking to move their entrance test date for Year 7 September 2021 entry. The current Admissions Policy states that the entrance test will be on Saturday 12th September 2020. They now plan to administer the test during the week beginning Monday 19th October to Thursday 22nd October 2020. This will allow them to provide appropriate social distancing arrangements for the candidates. The delay in testing will however mean that the candidates will not get the results of the entrance test until after the deadline for secondary school application completion. This is subject to approval by the Regional Schools Commissioner.

Events

Please find below the event calendar for next week:

Week commencing Monday 7th September	
MONDAY	Individual Reception parent and child visits in school
TUESDAY	Group 1 – 9.15am – 11.15am Group 2 – 1.15pm – 3.15pm
WEDNESDAY	Group 2 – 9.15am – 11.15am Group 1 – 1.15pm – 3.15pm
THURSDAY	Group 1 – 9.15am – 12.30pm (stay for lunch) Group 2 – 1.15pm – 3.15pm
FRIDAY	Group 2 – 9.15am – 12.30pm (stay for lunch) Group 1 – 1.15pm – 3.15pm

Yours sincerely
Clare Griffiths