



Ralph Butterfield Primary School

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Headteacher: Mrs E Clark BA (Hons) QTS

Tuesday 3rd September 2024

Welcome Back

Updates and Important Reminders

Dear Parents/Carers

Hello. It's lovely to be writing to you at the start of a brand new academic year; staff always welcome the summer break but are also always excited to be back at school. There is so much optimism and joy, looking ahead and planning opportunities for the children to enjoy and learn from. I am writing to you today with some updates and reminders, that I hope you will find useful, ahead of the children returning on Wednesday.

Our school building

If you have passed our building, you may have noticed that once again school has been a hive of activity for the last 6 weeks. Further work has been carried out towards the upgrade of the school's heating system. Whilst the majority of work has been completed, there will still be weekend works across the next few weeks; we have contractors working on site, within our boiler room, during the week. We are looking forward to benefitting from the improvements made during this project, which has been managed by City of York Council.

School dinners

As you will be aware, from previous communication, we have a new school catering provider. School dinners will now be booked by parents/carers through Dolce's 'SchoolGrid' system. Account activation emails were sent to the parent/carer listed as first contact, this accounts enable booking and payment (if applicable) for school dinners. If you have not yet done so, **please register for your account**; you can log in here: <https://app.schoolgrid.co.uk/login>

School dinners are to be booked by 8:55am each morning. Thank you.

The school office is able to set up accounts for additional parents/carers, enabling them to book dinners. Should you require an additional account activating, please email the school office with the full names of both the child(ren) and parent/carer, also the email address that you would like the account linked to. Thank you.

Hair

All children with hair long enough to be tied back will be asked to do so when enjoying the play area (and in PE lessons).

Uniform & PE Kit

Thank you for ensuring that your child comes to school wearing the correct uniform and with the required PE kit. It is important that children do not wear jewellery other than a non-smart watch and one pair of stud earrings (if relevant). Children will be asked to remove any additional items, which will be kept safely by an adult until taken home. Children will also be reminded about uniform as required. For full detail about our school uniform, including reasons for specific requests around jewellery, please refer to our 'School Uniform Policy' on our school website; this policy can also be viewed by [clicking here](#).

It is vital that all individual items of clothing and shoes/plimsolls/trainers are clearly marked with your child's first and second name please; reuniting children with lost items is near impossible otherwise. Thank you.

School Day Timings

Children may arrive at school in the morning from 8:45am, with the doors closing at 8:55am. The end of the school day is **3:25pm** for all year groups. Please collect your youngest child from their external classroom door first; teachers will be aware if they have children with younger siblings.

Scooters/Bikes

Children should please dismount scooters/bikes at the school gate prior to entering our playground, or mount them after leaving the school gate, for clear safety reasons. Please do not be offended should a member of staff need to ask children to get off their bikes/scooters when riding these on the playground at drop off and pick up times. Thank you for your vigilance and support with this.



Dogs

Please do not secure dogs to the school railings, anywhere near the school gates at drop off and pick up times. Children who are nervous of dogs feel the same anxiety walking past all dogs, regardless of their size or how lovely their owner knows their dog is. There is also already limited space on the public footpath, next to a very busy road. Thank you for being respectful of this and considering the safety and wellbeing of others.

Break Time Snacks

Children are welcome to eat a healthy, nut-free snack at breaktime e.g. fruit/veg/cereal bar. This should please be stored in their bag/coat pocket, as a separate item from lunch boxes. Please be aware that children will not be permitted to eat such as crisps/chocolate bars/sweets at breaktimes, or have access to their lunchboxes. Children in Reception, Year 1 and Year 2 will still receive a piece of fruit or veg as part of the government's school fruit and vegetable scheme (SFVS).

Water Bottles

Children should please bring a water bottle with them to school for refilling throughout the day. The bottle should be a sensible, practical size, clearly marked with both first and last names. School cannot accept any responsibility for damage to, or loss of, individual, personal items. Thank you.

Updated Attendance and Absence Policy

The Department for Education has new statutory guidance, which came in to effect from 19th August 2024, in relation to children's school attendance. You will have continued to notice that attendance in schools has had an increasingly high profile. Last year we informed parents/carers about changes to attendance guidance and expectations from the Department for Education (DfE). There are very clear timescales around unauthorised absence and the issuing of fines, to which the school is held to account. We therefore need to be consistent; if the *unauthorised* absence limit is met, be that through the taking of term time holiday or as a result of other unauthorised circumstances, please understand that the school has a duty to request that the Local Authority issue a fine. Our Attendance and Absence Policy, which incorporates this new statutory guidance, has now been updated and approved by governors; it can be viewed on our website or by [clicking here](#). If you would like to read the DfE guidance 'Working Together to Improve School Attendance', please [click here](#); this document sets out expectations for local authorities, schools and parents/carers.

Please read our weekly newsletter

All staff contribute to our weekly newsletter, which is a great way for parents/carers to learn about what's going on in school, including what the children in each phase are learning about each week. This can be useful for supporting conversations at home (when they say they haven't done anything!). Please do read this newsletter on a weekly basis as we assume that parents/carers do; it can therefore contain important information that you wouldn't wish to have missed. Our first newsletter of this academic year will be issued on Friday 13th September. Thank you.

Here to help

Finally, just a reminder that we are a highly approachable school and we welcome as much team work and interaction with parents/carers as possible, for the benefit of the children. Staff are always outside at the start and end of the school day should you wish to pass on any quick information and we welcome arranging specific times for longer conversations. We appreciate not all parents/carers are able to do pick ups and drops off; we also welcome emails (RalphButterfield.School@york.gov.uk) and telephone calls (01904 768325). Please always get in touch with any information, question or concern, however small it may seem. We are here to support.

All that remains for now then, is to say how much we are looking forward to seeing you tomorrow and welcoming the children back into school. I know you will join me in making all of our new families, with children starting not only in Reception but also across the school, feel at home in our school community. Don't forget there is a visual story for each class on the relevant class pages of our school website, that you can look at with your child, should that be helpful for them prior to returning.

Best wishes



Mrs Helen Stephenson
Acting Headteacher

