Civitas Academy Bulletin

22/07/19



**Welcome from Mr Wieder**

Welcome to the last bulletin of the academic year. I hope all families have restful and enjoyable break. Children in years 1-3 return to school on Thursday 5th September and the new Reception cohort have a staggered start the following week. For any families leaving the school at the academic year, I would like to wish you all the best for the future.

Last week, Y3 had a great trip to Ufton Court. I would like to thank all the staff for getting all of the preparations in place for our massively increased offering of trips and visits that have taken place this year. A lot of time was spent on completing pre-visits, making risk assessments and completing the paperwork required for these trips to happen. The process will begin again in September with planning out all the new trips and visits for the academic year ahead.

I have included information about Universal Infant Free School Meals and repeated the message from last week about the changes for next academic year. Please could I also reiterate the importance of using Tucasi for booking meals in advance, this should support families in preparing for changes when children transfer from Y2 in Y3.

**End of Year Questionnaire**

Thank you to all of the families that completed and returned questionnaires. The overall response is very positive, with questions 6, 8 and 10 having some development areas as these were the questions with the greatest proportion of disagree or strongly disagree. I would encourage all families that disagree or strongly disagree with questions 8 and 10, to make an appointment with me as soon as possible as I am concerned that there may be some issues that you feel are unresolved. The process of raising a concern should initially go to the class teacher. If you were not happy with the response, then it should be raised with the relevant phase lead and then myself if you are unhappy with the responses and actions taken.

A summary of main strengths of the school as recorded in the questionnaire were:

* Staff are helpful and approachable
* Happy children at the school
* Concerns are listened to and acted upon
* Interesting topics for the children
* Wonderful learning environment
* Teaching staff have been consistently excellent
* Good teachers/ managers
* Good community feel to the school with diversity celebrated
* Positive atmosphere
* Great range of extra-curricular clubs
* Improvement in trips and visits offered to the children

It is also pleasing to see that the proportions either agreeing or strongly agreeing have improved in every area from the start of the year when the same questions were asked by OFSTED as part of the inspection process. Beneath I have included the proportion for each question in the survey. This is based on 74 responses received by the morning of Monday 22nd July.

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| **Question** | | **Strongly Agree** | **Agree** | **Disagree** | **Strongly Disagree** | **Don’t Know** |
| 1 | My child is happy at Civitas Academy. | 59% | 41% | 0% | 0% | 0% |
| 2 | My child feels safe at Civitas Academy. | 58% | 41% | 0% | 0% | 1% |
| 3 | My child makes good progress at Civitas Academy. | 54% | 42% | 0% | 0% | 4% |
| 4 | My child is well looked after at Civitas Academy. | 51% | 45% | 0% | 0% | 4% |
| 5 | My child is taught well at Civitas Academy. | 53% | 45% | 0% | 0% | 2% |
| 6 | My child receives appropriate homework for their age. | 45% | 47% | 1% | 2% | 3% |
| 7 | Civitas Academy makes sure that its pupils are well behaved. | 57% | 41% | 1% | 0% | 1% |
| 8 | Civitas Academy deals effectively with bullying. | 42% | 28% | 4% | 1% | 24% |
| 9 | Civitas Academy is well led and managed. | 39% | 53% | 1% | 0% | 7% |
| 10 | Civitas Academy responds well to any concerns I raise. | 46% | 43% | 4% | 0% | 7% |
| 11 | I receive valuable information from Civitas Academy about my child’s progress. | 51% | 46% | 0% | 0% | 3% |
| 12 | I find the weekly bulletin useful. | 72% | 28% | 0% | 0% | 0% |
| 13 | Would you recommend Civitas Academy to another parent? Yes / No | **Yes**  99% | | **No**  1% | | |

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| --- | --- |
| **Summary of Improvement Areas Suggested** | **Response** |
| Even more clubs, particularly non-P.E. | We have new members of staff beginning in September and they may be able to offer clubs in a range of different areas. I am hopeful that we can further add to our club provision, which is a strength of the school. |
| Provide information on what is being taught in topics | This is currently shared in the termly meeting with parents and published on the school website under the relevant class pages. Next year we are making further refinements to our curriculum and if the current format shared with parents could be improved, we welcome further suggestions/feedback. |
| Calendar and events for the whole year shared in advance | I have attached the initial calendar for the entire academic year with this bulletin. Trips and the Y4 assembly are still to be decided as are our community events. |
| Avoiding change of teachers mid-year | We do try to avoid this, however sometimes this happens due to circumstances beyond our control. In 2019-20, all teaching staff will be on permanent contracts. I began the recruitment process for teachers very early this academic year and all appointments were made by March. I also planned a contingency, which was why we were able to resolve the late change to staffing arrangements so quickly. Changes are more likely to happen if a teacher is employed via an agency as there is no notice period required. In the two classes this year where there were more changes, this was the case.  There are also certain things such as extended illness of staff or maternity leaves that will cause a temporary change of teacher. Wherever possible we try to secure the same temporary teacher to cover an absence, however this is not always possible. |
| More community events/ assemblies | We definitely need to do more. I have arranged a meeting for Wednesday 18th September at 9am to plan with parents what community events we will be planning for the entire academic year. |
| Opportunities for swimming | This will begin in late September for children in Y4 and will last for a term. This is part of the National Curriculum and will incur no additional cost to parents as we will be walking to and back from Rivermead. |
| Securing more play space/ better use of the park | This is ongoing. Progress has been slower than hoped on the mixed use games area (MUGA) and this is now unlikely to be in place for September. However, the council is committed to creating this, as it was part of the original plans for the school. |
| Change to trip payment system | This will be changed to a per trip payment system from next academic year. |
| More sports equipment | We have allocated funding in our budget to buying more sports equipment next year. |
| Increased use of social media e.g. Facebook/ Twitter | Completely agree. We need to make more use of these sites next year to market the school better and attract more first choice applications as well as further engage our existing school community. |
| Speech and Language Therapists (SALT) on site | We are currently challenging Reading about this as there are only two schools (both new schools) from what are aware that do not have access to a Speech and Language Therapist to work on site with children on speech and language plans. I am hopeful that this will change in the future. |
| Involve children more in the decisions made | We did use the school council to decide on class names for Y4. We also considered the children’s rating of reading books in Y3 when planning the new books that we would be purchasing. We are certainly looking at ways in which we can build the profile of the school council further and next year Mrs Carey will take on the running of this. Next year I would also like to develop a pupil questionnaire that could also feed into our self-evaluation process. |
| Increased opportunities for STEM (Science, Technology, Engineering and Mathematics) | We will be appointing from September a STEM lead within the school to further increase the profile of STEM within the school. We have also committed around £10k of our budget to buy more laptops and tablets. |
| No uniform | We have no plans to change current uniform policy. |
| Continuing Tapestry into Y1 | This is not possible as it only covers the Early Years Foundation Stage. |
| Changing event times | I have tried this in the past and on each occasion; we ended up with less people attending than usual. By communicating all events a year in advance, I am hoping that this will support all working parents plan what events that they would like to attend. |
| More reading books | We have secured a substantial amount of books in really good condition from a school that closed down last year. We have also invested over £1k in new reading books for the new Y4 classes. |
| Parking | Please see previous communication regarding this. |

I would like to finish by thanking families again for their time in completing the questionnaire as it supports the school in identifying strengths and priorities for improvement.

**Staffing Structure 2019-20**

Please find the staffing structure attached that we will begin the year with in September. We will welcome two new Learning Support Assistants- Miss Ahmad and Miss Vardalli. Please note that Learning Support Assistants will not be attributed to any particular class from September and will have timetables that reflect the needs of the children.

**Early Years**

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| **Class** | **Teacher (s)** | **EYPs** |
| **Early Years** | Miss Bradburn | Mrs Das  Miss Fitchett |

**KS1**

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| **Class** | **Teacher (s)** | **LSAs** |
| **Pinocchio** | Mrs Aram /Mrs Tailor | Miss Pearse  Mrs Cole  Miss Ahmad |
| **Gruffalo** | Mrs Carey |
| **BFG** | Miss Boman |
| **Matilda** | Miss Sturt-Hammond |

**KS2**

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| **Class** | **Teacher (s)** | **LSAs** |
| **Kinney** | Mr Martinez | Miss Vardali |
| **Rosen** | Miss Edwards |
| **Seuss** | Miss Frain |
| **Murphy** | Miss Parry |

**SEN**

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| **Teachers** | **LSAs** |
| Mrs Slade | Miss Tuthill  Mrs Jain |

P.E. and other teacher release will be covered by Miss Vaal and Mr Milstead.

**Term Dates Amendment**

Please note that the term dates have been amended to reflect the fact that the bank holiday in May has been moved from Monday to the Friday. The page on the website has been adjusted to reflect this and I have also included the updated term dates at the end of this bulletin.

**Chicken Pox**

We have had several reports of chicken pox in Y3 last week. Please could families be vigilant. If your child does contract chicken pox, please could they not return to school until all spots have scabbed over.

**Universal Infant School Meals**

Please note that the Universal Infant Free School Meals scheme only applies up to the end of Y2. For children transferring from Y2 into Y3, then school dinners will become chargeable and this will need to be booked and paid for using the Tucasi online system from September. For children not opting to take up school dinners, a packed lunch will need to be provided.

**Changes in 2019-20**

As the school grows we will need to evaluate and make changes to certain systems. Next year we have made the decision for children in years 3 and 4 to line up on the upstairs play deck when the bell rings in the morning. The decision has been made that a member of staff will be positioned at the bottom of the stairs each morning to collect messages from parents for children in Y3 and Y4 as parents will not be permitted to go upstairs with their child at the start of the day.

Lunchtime arrangements will also change slightly for children in Y3 and Y4. Lunch for children in these year groups will be from 12:15 to 13:15 instead of the current 12:00-13:00.

The end of the day for children in Y3 and Y4 will change to 3:20pm instead of 3:15pm. This will enable all year groups to be collected safely as under current arrangements we would be running out of exit points if all classes finished at the same time.

**Summer Key Dates (new events in yellow)**

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| **Date and Time** | **Event** |
| Tuesday 23rd July | Civitas Talent Show (children only) |
| Wednesday 24th July | Last Day of Term |

**2019-20 Key Dates**

**Autumn**

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| --- | --- |
| **Date and Time** | **Event** |
| Tuesday 3rd September | INSET Day (no children in school) |
| Wednesday 4th September | INSET Day (no children in school) |
| Thursday 5th September | School begins for pupils in Y1-Y3/ Home visits for new Reception children |
| Friday 6th September | Home visits for new Reception children |
| Monday 9th September | Reception Summer born children begin part-time |
| Tuesday 10th September (3:30pm) | Y4 Swimming Meeting for parents |
| Wednesday 11th September | Reception Spring born children begin part-time |
| Thursday 12th September | Reception Autumn born children begin part-time |
| Monday 16th September | Reception children begin full-time |
| Monday 16th September (3:30-4pm) | Meet the Teacher |
| Wednesday 18th September (9am) | Community events planning meeting for parents |
| Friday 20th September | Jeans for Genes (children may wear jeans to school in return for a £1 donation to the charity) |
| Monday 23rd September | Autumn Clubs Begin |
| Wednesday 25th September | National Fitness Day |
| Thursday 26th September (9-9:30am) | MyMaths workshop for parents and carers in Y1-Y3 |
| Tuesday 1st October (3:30pm-4pm) | Tapestry workshop for parents and carers in Reception |
| Thursday 3rd October (9-9:30am) | Question and Answer session with Head of School |
| Friday 11th October | Harvest Collection: Bring a tin or packet to wear your own clothes in school |
| Thursday 17th October (9-9:30am) | Accelerated Reader workshop for parents and carers in Y3 and Y4 |
| Monday 21st October (3:30-4pm) | Project Celebrations (Reception- Year 4) |
| Thursday 24th October (9-9:30am) | Y1 Diwali Assembly |
| Wednesday 6th November (3:30-6pm) | Parents Evening |
| Thursday 7th November (3:30-6pm) | Parents Evening |
| Monday 11th- Friday 15th November | Anti-Bullying Week |
| Friday 15h November | Dress in blue clothes for Anti-Bullying Day |
| Monday 18th- Friday 22nd November | Road Safety Week |
| Friday 29th November (3:30-4pm) | Art Exhibition/ Christmas Fair |
| Friday 6th December | Autumn Clubs Finish |
| Friday 13th December | Save the Children Christmas Jumper Day |
| Monday 16th December (3:30-4pm) | Project Celebrations (Reception-Year 4) |
| Tuesday 17th December (9:15-10am) | Christmas Performance (Dress Rehearsal suitable for families with young children) |
| Wednesday 18th December (9:15-10am) | Christmas Performance (No young children please) |
| Friday 20th December | Last Day of Term |

**Spring**

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| **Date and Time** | **Event** |
| Monday 6th January | INSET Day |
| Tuesday 7th January | Children return to school |
| Monday 13th January (3:30pm- 4pm) | Term Overview Meeting |
| Thursday 16th January (9-9:30am) | Question and Answer Session with Head of School |
| Friday 30th January (To be confirmed) | NSPCC Number Day (parents welcome to spend upto 9:25am in classes to join in with maths activities. Children can come in wearing clothes with numbers on for £1 donation to NSPCC) |
| Monday 10th February (3:30pm-4pm) | Project Celebrations |
| Monday 17th February to Friday 21st February | Half Term |
| Thursday 5th March | World Book Day (parents welcome to spend upto 9:25am in classes to join in with reading activities. Children can come in dressed as a book character) |
| Wednesday 11th March (3:30-6pm) | Parents’ Evening |
| Thursday 12th March (3:30-6pm) | Parents’ Evening |
| Friday 13th March | Sports Relief |
| Monday 30th March (3:30pm-4pm) | Project Celebrations |
| Thursday 2nd April | Y3 Easter Assembly |
| Friday 3rd April | End of Term |

**Summer**

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| **Date and Time** | **Event** |
| Monday 20th April | Children return to school |
| Monday 27th April (3:30-4pm) | Term Overview Meeting |
| Thursday 7th May (9am-9:30am) | Question and Answer Session with Head of School |
| Monday 18th May (3:30-4pm) | Project Celebration |
| Monday 18th- Friday 22nd May | Mental Health Week |
| Monday 25th-Friday 29th May | Half Term |
| Thursday 4th June (9:10- 9:40am) | Y2 Eid Assembly |
| Monday 8th-Friday 12th June | Cultural Diversity Week |
| Friday 12th June | International Day |
| Tuesday 30th June (AM) | Sports Day |
| Wednesday 1st July | Transition Day |
| Friday 3rd July | Sports Day (Reserve date in case of bad weather on Tuesday 30th June) |
| Thursday 9th July | Question and Answer Session with Head of School |
| Friday 10th July | Reports Out |
| Friday 17th July | Last day of term for children |

**Civitas, Palmer and Ranikhet Academy Term Dates 2019-2020**

**Term 1**

**Staff Inset Day – Tuesday 3rd September 2019**

**Wednesday 4th September 2019**

**Pupil start date – Thursday 5th September 2019**

**Pupil end date – Friday 25th October 2019**

**Holiday: Monday 28th October to Friday 1st November 2019**

**Term 2**

**Pupil start date - Monday 4th November 2019**

**Pupil end date - Friday 20th December 2019**

**Holiday: Monday 23rd December – Friday 3rd January 2020**

**Term 3**

**Staff Inset Day - Monday 6th January 2020**

**Pupil start date – Tuesday 7th January 2020**

**Pupil end date – Friday 14th February 2020**

**Holiday: Monday 17th February to Friday 21st February 2020**

**Term 4**

**Pupil start date – Monday 24th February 2020**

**Pupil end date – Friday 3rd April 2020**

**Holiday: Monday 6th April to Friday 17th April 2020**

**Term 5**

**Pupil start date – Monday 20th April 2020**

**Term end date – Friday 22nd May 2020**

**Holiday: Monday 25th May to Friday 29th May 2020**

**Bank Holiday – Friday 8th May 2020**

**Monday 26th May 2020**

**Term 6**

**Pupil start date – Monday 1st June 2020**

**Pupil end date – Friday 17th July 2020**

**Staff Inset Days – Monday 20th July and Tuesday 21st July 2020**