Civitas Academy Bulletin

23/09/19



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| Wednesday 25th September  Children may come to school wearing P.E. kit or sports clothes for National Fitness Day. |

**Welcome from Mr Wieder**

Last week was busy with ‘Meet the Teacher’ for parents in Y1 to Y4 on Monday, the community events meeting on Wednesday and Jeans for Genes on Friday. The website has now been updated and will contain this term’s curriculum overview for each year group on the individual class page.

We also held our first governing body meeting this year. Previously we had a joint governing board with Palmer Academy, however this year we have moved to having our own governing body. We have space for a parent governor and I will send out details about the role alongside this bulletin. If anyone is interested, then please speak to myself to find out more.

This week, Autumn clubs begin. They will run until Friday 6th December. Again many clubs were oversubscribed and I would like to apologise to anyone who didn’t get their first choice club. There were a total of 183 free club spaces spread across 14 different clubs this term. I would like to thank all of the staff that are committing their time to provide these extra opportunities for children at Civitas.

**NUT FREE SCHOOL**

I wold like to remind parents once again that we are a nut free school. There were instances again last week where nuts were found in lunchboxes.

**Chair of Governors**

At our first governing body meeting of the year, Abby Stevens was elected as Chair of Governors.

**Parent Governor Vacancy**

Accompanying this bulletin is an application form to be a parent governor at Civitas Academy. Please note the deadline for submitting applications will be Friday 11th October at 4pm.

**Irish Dancing**

Please note that the Irish Dancing club will not be taking place this week.

**My Maths Parent Workshop (Y1-Y4)**

The parent workshop planned for this will now take place on Wednesday 9th October at 9am.

**National Fitness Day: Wednesday 25th September**

To celebrate National Fitness Day on Wednesday, Miss Vaal will lead a special aerobics session in the hall for children in years 1-4. Children may come to school wearing their P.E. kit or sports clothes on this day.

**Tapestry (Reception families)**

Last week accounts were set up for children and parents/guardians that we have email addresses recorded. Tapestry is the online learning journal system that we use at Civitas for children in Early Years. On Tuesday 1st October, there will be a brief meeting for parents to explain how it works. When receiving your activation email, please remember to activate as soon as possible as this activation code only lasts for a limited amount of time.

**Praise, Queries, Concerns and Complaints**

As the school has grown, it has been necessary to distribute roles and responsibilities over certain areas. To clarify and support families in making sure that they contact the best person to respond to their feedback, I have summarised the key people for certain areas in the table below:

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| **Area** | **Key Person/People** |
| Clubs | Miss Vaal |
| Tucasi | Mrs Lelliott/ Mrs Newman |
| Special Educational Needs (SEN) | Mrs Slade (works Monday to Wednesday) |
| Classroom Matters (e.g. homework, friendship issues, school trips, concerns etc) | Class Teacher |
| Administration( e.g. Medicines, Absence From Learning etc) | Mrs Newman |

Mrs Newman and I are always available to attempt to answer general queries or direct you to the relevant person. However, the people listed for the areas above are the best people to contact as they are the experts in that particular area. By contacting the office, Mrs Newman will be able to book appointments or request the relevant member of staff contact you to arrange a mutually convenient time. Mrs Newman’s role for the areas that she is not responsible for is to pass on the message of the request for an appointment or return phone call. She can also forward on emails to the relevant staff member that is received via [office@civitasacademy.co.uk](mailto:office@civitasacademy.co.uk).

If you feel that your feedback has not been responded to adequately, you may then escalate your concern or if you wish to make a complaint, then we have a separate complaints policy, which can be found on our website on the policies page.

**Head of School Question and Answer Session**

The next meeting will take place on Thursday 3rd October at 9am. Please note that the meeting originally scheduled for the 16th January has now been moved to the 15th January.

**Community Events/ Fundraising Meeting**

A lot of good ideas were generated at the meeting. To summarise we will be doing the following community events at the school this year:

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| Date | Event |
| Monday 21st October (3:30-4:30pm) | Parent Appreciation (please bring food to share where families can meet after the project celebrations that day) |
| Friday 29th October (3:30-4pm) | Art Exhibition/ Christmas Fair |
| Friday 12th June (3:30-4pm) | International Food Festival |

It would be great if we could work towards a system where there is a parent representative for each class. If anyone would be interested in this role, then please speak to Mr Wieder or Mrs Newman.

**Parent Volunteers**

Do you have a skill that you can offer to our children? Could you support/run a club for our children? Would you like the opportunity to gain additional experiences to support future job applications or courses? We have plenty of opportunities to fit around what you can offer as a parent volunteer. If you would like to become a volunteer, then please collect a pack from the office.

Before starting as a volunteer, the school will need to complete a DBS check. Once this has been completed, then you would be able to start. If you would like to have an informal conversation about becoming a regular volunteer, then please speak to myself.

**Job Vacancies**

We will be recruiting for a part time clerk to the governing body and a SEN Learning Support Assistant for a named child. If you are interested or know somebody who would be, then please to myself. Details will be posted on the Eteach website.

**2019-20 Key Dates**

**Autumn**

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| **Date and Time** | **Event** |
| Monday 23rd September | Autumn Clubs begin |
| Wednesday 25th September | National Fitness Day |
| 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 |
| Wednesday 9th October(9-9:30am) | MyMaths workshop for parents and carers in Y1-Y4 |
| 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) |
| Monday 21st October (3:30-4:30pm) | Parent Appreciation (Please bring food to share) |
| 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 |
| Wednesday 15th 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 |
| Friday 12th June (3:30-4pm) | International Food Festival |
| 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 |