



Whitfield St James' CE (VC) Primary School
Chadwick Street
Glossop
Derbyshire
SK13 8EF

05.09.25

Dear Parents and Carers,

I hope you have had a great holiday and you have all managed to find some opportunities to spend some time together to enjoy the sunshine. Hopefully your children will be nice and refreshed and looking forward to coming back to school on Monday.

Before and After School Club

Before and After School club has moved to the white building at the end of the playground. Before School Club opens at 7:30am and After School Club closes at 6pm.

Coming into school

On Monday 8th September, please bring your children into school and they will go straight into school/their classroom. School staff will welcome and guide them in.

Nursery and Bluebell class children please go around to the back of the school and use the doors to your classrooms.

Sunflowers class has now moved to where the Before and After School Club room was and their entrance will be the first door on the right as you walk through the main gates on Chadwick Street.

Children in **Mrs Cox's/Mrs Hey's class** please use the first door on the left as you walk through the main gate and **Mrs Allan's/Mrs Cox's class** and **Miss Taylor's class** please use the second door.

Children in **Mr Cooke's, Mrs Mackey's/Mrs Woods' and Miss Weirs' class** to use the door at the back of the school by the nursery classroom.

Children in **Mrs Collins', Miss Meredith's, Mr Hannan's and Miss Kuczaj's class** to use the door with the ramp in the main playground.

No children should be using the main office door entrance unless they are late and they need to sign in.

Staffing Updates

Mr Ford is remaining as Head of School, Miss Kuczaj is remaining as our KS2 Leader and Mrs Woods is taking on the role as our school SENDCo, she has a wealth of knowledge, experience and we are looking forward to her leading SEND across our school. Please continue to use class dojo (Mrs Woods will be connected to every class) or SENDCO@st-james.derbyshire.sch.uk for any SEND needs or questions.

School uniform

This weekend please make sure your child's name is in their uniform - all clothing items (coats and trousers included) and shoes!

Travel to school

Please be mindful of our local community, if you have to drive to school please drive slowly around the surrounding areas and try to 'park and stride' so that there is less congestion in, by and around our school. The only cars who should be coming down Chadwick Street are those cars with blue badge holders.

Attendance

We want your children in school as much as possible. We understand that there are occasions where your child may be too ill to come into school or there maybe other exceptional circumstances where your child isn't in school. Please let us know as soon as possible if your child isn't in. Our policy is to send a text first asking for a reason and if we haven't heard from you, we will then keep calling to get a reason for the absence (including calling all emergency contacts). You can tell us of an absence by filling in the online form on our school website, calling the office and speaking to someone or leaving a message, or replying to the text message. Our lessons start at 9:00am and if your child is late, they will be missing learning, so please ensure your child is in on time. We open the school gates at 8:45am and close all doors at 8:55am. Our Family Support Team and/or our Inclusion Support Advisory Teacher will work with families who are persistently late or if your child's attendance is lower than expected.

Behaviour Policy update

Please see the school website for the updated policy, more information to follow.

Parents' Evening

This year we are trialling parents' evening earlier on in the school year so that parents have an opportunity to speak to class teachers face to face in September as we recognise how important it is for you to meet your child's new class teacher and for us to also meet you. This will also give teachers the opportunity to let you know how your child has settled into their new class and routines and answer any questions you have about the upcoming year. We are hoping that this change will be a really positive one. We will be sending out information on how to book appointments in the next couple of weeks. The dates for parents' evening will be Tuesday 23rd September or Thursday 25th September.

Upcoming dates

Monday 8th September – First day

Friday 12th September – Non-uniform day to raise funds for Tanzania £1 donation.

We are really looking forward to welcoming you back to school on Monday. Wishing you all a fantastic weekend.

Mr Woodward
Executive Headteacher