



Dear Parent

Happy New Year

Welcome back! I trust you and your family had an enjoyable Christmas holiday and are looking forward to another exciting year at Ardleigh Green Junior School.

As we commence the Spring Term, could I please seek your co-operation with the following:

### **Breakfast and After School Club**

Breakfast Club continues to run daily from 7.45am, whilst the After School Club runs from 3.20pm to 6.00pm. If you wish your child to attend either club, places need to be booked **in advance** to ensure that we have sufficient food and the appropriate staffing levels. In the interest of safety, if you are dropping your child off for Breakfast Club by car, please do so at the school gate and not in the school car park. I am sure you will appreciate that at this time of day, with Infant and Junior staff arriving for work, the car park area is extremely busy.

Booking forms are available from the School Office or can be downloaded from the school website. The daily cost of Breakfast Club is £3.50, whilst the cost of the After School Club is £10.00 (£9.00 for siblings).

### **Car Parking**

Could I please remind you that the School Car Park is for staff only and should not be used by parents for parking or dropping off/picking up children. We would also ask that in the interests of safety, that the School Car Park not be used as a pedestrian cut through to Helen Road. Children should enter and leave school through either of the pedestrian gates, as both these exits are vehicle free and have safety barriers to prevent children walking directly into the road.

After School Clubs Children who participate in after school clubs will be dismissed via the main gates to the playground. In the interest of safety, if you are meeting your child, please wait in the waiting area and not in the school Car Park.

### **School Uniform**

Please make sure that your child wears the correct uniform to school and that all items of clothing are clearly labelled with your child's name and class. Jewellery, with the exception of watches, should not be worn to school. If your child wears earrings, they should only wear studs. Nail varnish should not be worn.





# Ardleigh Green Junior School NEWSLETTER

*Working Together - Learning Together - Growing Together*

## Ardleigh Green Junior School App

If you have yet to do so, please download our School App to your mobile phone. This will ensure that you receive and can access important news and information.

### To download the App:

1. Using your device, visit the relevant marketplace for your product. (eg Apple Store or Google Play)
2. Search for **OurSchoolsApp** and download (The App is free)
3. Enter our postcode **RM11 2SP** (Please remember the gap, otherwise it will not recognise us!)
4. Select **Ardleigh Green Junior School** and **confirm**.

Once downloaded, please look at the **Weekly News Update** and the **Weekly Video Update** (*both updated every Friday*) which are designed to keep you fully informed about events and activities in school. The App also gives you access to our **School Calendar** which contains the same information as the Diary on our school webpage. A major benefit of the App is that it automatically reminds you of events before they occur. (The settings tab allows you to determine when you wish to receive notifications).

Don't forget to follow us on Twitter **@agjsschool**

## Year 3 Admission to Ardleigh Green Junior School

As from this year **all** parents of children currently in Year 2 **must** apply online for a Junior School place for September 2018. Applications have to be made by **15<sup>th</sup> January 2018**. If this applies to you apply online via [www.eadmissions.org.uk](http://www.eadmissions.org.uk). Please find attached to this email a document provided by Havering which explains the application process. The Infant School have already informed our current Year 2 regarding the change this year.

## Squid and School Meals

Could I please remind you to ensure that your Squid account is always in credit. As you are aware school meals is provided by Havering Catering Services who instruct our canteen that meals can only be given if a child is registered on Squid and their account is in credit. Could I again remind you that there is a facility within Squid to automatically top up your account.



Ardleigh Green Junior School | Ardleigh Green Road | Hornchurch | RM11 2SP



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## **Absence from School**

If your child is absent from school, please inform the school on the first day of absence and provide a letter on their return. This information is required by the Attendance Officer who visits us on a monthly basis.

We have been asked by our attendance officer to inform you that the school may require medical evidence if a child is sick immediately prior to and/or after school holidays in order to authorise the absence. If such a request is made, I am sure you will appreciate that we are obliged to follow L.A. guidance. Thank you for your anticipated co-operation.

## **New addition to Ardleigh Green Junior School**

Congratulations to Mr and Mrs Hammond on the birth of their son Dexter who was born just before Christmas. Mum and son are doing really well.

## **Spring Term Diary**

Dates already confirmed the Spring Term have today been uploaded onto the School Website and the Calendar on the School App.

## **Thank You**

On behalf of the staff could I thank you for the Christmas cards and gifts we received at the end of last term. Your kindness and generosity is much appreciated.

With best wishes to you and your family for 2018

J.M.Morris OBE

