



# Welcome to Chesswood Junior School



## Parent & Child Induction Evening 2019

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# This is Chesswood – Welcome!



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# Evening Arrangements

5:10 p.m. Families arrive – school hall and playground

5.30 p.m.

- Children remain on Y3 playground
- Young children to join crèche – New Hall
- Parents go to hall for presentation

5.40 p.m.

- Presentation and questions

6.30p.m. - 7.00 p.m.

- Parents join children in classrooms – class teacher welcome and brief introduction

7.15 p.m.

- End of evening – individual discussions in preparation for Wednesday transition day



# Essential Forms

- Online> Parents > School Admissions
- <https://www.chesswood.w-sussex.sch.uk/page/?title=Chesswood+Junior+School+Admissions+Form&pid=253>
- Admission Form
- Home-School Agreement
- Only 5 left!

**URGENT: The above forms were due by Friday 24<sup>th</sup> May. It is vital that the above forms are received by Friday 5th July.**

**No form no admission!**







# The Essentials

- Governors
- Chair – Carl Walker
- Staff
  - Head teacher – Andrew Jolley (DMS)
- Deputy Head Teachers -
  - Jez Himsworth (Academic)
- School Times
  - Morning 8.50 a.m. (Gates open 8.30 a.m. – always arrive by 8:45 a.m.- arrival after the bell has sounded is late).
  - Ladydell Road gate closes at 8:50 a.m. – use Chesswood road to exit
  - Afternoon 3.15 p.m. Children typically out with parents by 3:25p.m.
  - Parents must find a safe place to meet child, organise older siblings. We strongly recommend children are collected by an adult for the first two years.
- Autumn Term

School commences on Tuesday, 2<sup>nd</sup> September (1<sup>st</sup> September is an INSET Day)







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# Who's Who? - Teachers



Mr Gilbert (YL) and Mrs  
Peace



Mr Harney



Mrs Lucas



Miss Bagnall



Miss Hills





# Year 3 Class Arrangements

September Class Teacher	Class Base
Mrs Macarla Lucas, 3ML Alder Class.	1
Miss Lynsey Bagnall, 3LB, Ash Class	2
Mrs Gemma Arkinstall and Mr Nik Gilbert (Year Leader), 3AG, Aspen Class	3
Miss Michelle Hills, 3MH, Beech Class	4
Mr David Harney, 3DH, Birch Class	5





# Who's Who? – Specialist Teachers



Mrs Cossins  
Music and Theatrical  
Performance



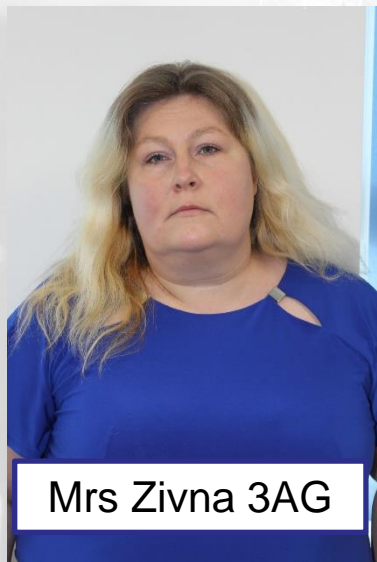
Mr Quick  
PE and Sports  
Teacher



Mr Haggart  
PE and Sports  
Coach



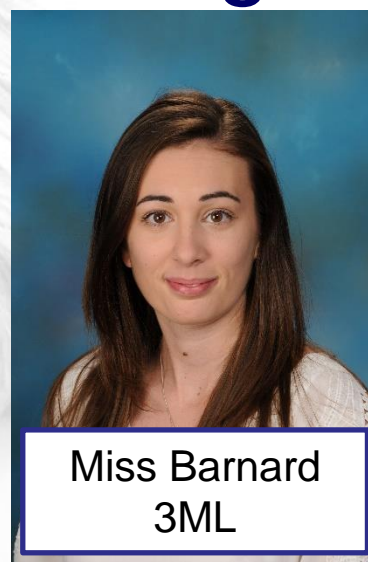
# Who's Who? – Teaching Assistants



Mrs Zivna 3AG



Miss Ring 3ML



Miss Barnard  
3ML



Mrs O'Byrne 3DH



Miss Hart 3LB /  
3MH



Mrs Sherman 3LB



Mrs Jones 3MH



Mr Cannell 3MH



# Who's Who? - Administration



Mrs Lycett Office Manager



Mrs Brown  
Parent Payments



Miss Taylor  
Communications



Mrs Rainford - Reception



Mrs Beech  
Admissions



Miss Bushby  
Medical



# Who's Who? – Inclusion Team



Ms Radcliffe  
Special Educational Needs  
Co-ordinator



Miss Main Learning Mentor  
& Teaching Assistant



Mrs Harvey  
Safeguarding manager



Miss Miller – SEN  
Manager



Mrs Oswald  
Learning Mentor &  
Teaching Assistant



Mrs Harvey  
Learning Mentor &  
Attendance Manager

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# Safeguarding

**Chesswood Junior School**

**What to do if you have a child protection concern**





**Key Contacts:**

If you have a safeguarding concern you can:

Meet in person: Request a meeting to share your concerns in person with designated child protection staff below. If urgent, demand it! If you have a safeguarding concern relating to a designated member of staff below contact the LADO below.

Email [cplo@chesswood.w-sussex.sch.uk](mailto:cplo@chesswood.w-sussex.sch.uk)

Call: 01903 204141 and ask to speak to the designated child protection staff below

Designated Member of Staff for Child Protection (DMS):	 Andrew Jolley	
Deputy Designated Member of Staff for Child Protection (DMS):	 Jeremy Himsworth	 Sally Harvey
Lead Governor for Child Protection:	 Carl Walker	
West Sussex Children's Services - Multi-Agency Safeguarding Hub (MASH):	Tel: 01403 229900 (Out of Hours – 0330 222 6664) <a href="mailto:MASH@westsussex.qcsx.gov.uk">MASH@westsussex.qcsx.gov.uk</a> <a href="http://www.westsussexscb.org.uk/">http://www.westsussexscb.org.uk/</a>	
Local Authority Designated Officer (LADO):	LADO Lindsey Tunbridge-Adams <a href="mailto:Lindsey.Tunbridge-Adams@westsussex.gov.uk">Lindsey.Tunbridge-Adams@westsussex.gov.uk</a> Assistant LADO Claire Coles <a href="mailto:Claire.Coles@westsussex.gov.uk">Claire.Coles@westsussex.gov.uk</a> 0330 222 3339 <a href="http://www.westsussexscb.org.uk/professionals/concerns-at-work-2/lado-local-authority-designated-officer/">http://www.westsussexscb.org.uk/professionals/concerns-at-work-2/lado-local-authority-designated-officer/</a>	
Community Safety Lead Officer:	Beverley Knight Tel: 0330 222 4223	
Police	<b>999</b> If there is immediate danger to a child In terms of safeguarding speed of reporting is often a critical factor. Once you realise you hold a concern – report it immediately	

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**Chesswood Junior School**

**What to do if you have a child protection concern**

Based on the information available

- Has the child or children come to actual significant harm as a result of action or inaction of others?
- Has the child or children been at risk of coming to significant harm now or in the future?

No	Yes			
<p>Do you have a general concern or feeling about the welfare of a child?</p> <p>Is the child likely to come to some harm or be at risk of coming to some harm in the future?</p>	<p>Ensure child's needs are put first Listen and take handwritten notes immediately after disclosure. Check with the child, if appropriate, that you have an accurate account of their report. Recording must be a clear, precise and factual account of the observations and disclosure. Your role is to report immediately not to further an investigation, however they may say things only once, so record it. Inform most senior CPLO (DMS) available IMMEDIATELY and IN PERSON.</p>			
No	Yes			
<p>As soon as possible after informing CPLO and before leaving the school premises at the end of a shift ensure there is a written account available for future reference: Email: <a href="mailto:CPLO@chesswood.w-sussex.sch.uk">CPLO@chesswood.w-sussex.sch.uk</a></p>				
<p>No further action</p>	<p>Have you been able to contact the CPLO (DMS) or his deputy – Sally Harvey and Jeremy Himsworth?</p>			
	<table border="1"> <thead> <tr> <th>Yes</th> <th>No</th> </tr> </thead> <tbody> <tr> <td> <p>Although you may be involved at a later stage i.e. clarification, your core role is completed. Safeguarding can have significant emotional impact, if you would benefit seek additional support from the DMS, colleagues or from the Employee Assistance Programme 0800 030 5182 – respect child confidentiality issues throughout.</p> </td> <td> <p>If you can't make direct contact with CPLO (DMS) or his deputy make immediate contact with MASH Tel: 01403 229900 (Out of Hours – 0330 222 6664) <a href="mailto:MASH@westsussex.qcsx.gov.uk">MASH@westsussex.qcsx.gov.uk</a> <a href="http://www.westsussexscb.org.uk/professionals/">http://www.westsussexscb.org.uk/professionals/</a> or Police 999</p> </td> </tr> </tbody> </table>	Yes	No	<p>Although you may be involved at a later stage i.e. clarification, your core role is completed. Safeguarding can have significant emotional impact, if you would benefit seek additional support from the DMS, colleagues or from the Employee Assistance Programme 0800 030 5182 – respect child confidentiality issues throughout.</p>
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# Arrangements for Transfer Day

- Use most convenient school entrance – Chesswood Rd or Ladydell Rd (Do Not drive into Ladydell Rd – even if others do).
- Gates open at 8.30 a.m. Head teacher on the gate
- Gather on the West school playground – all staff present – yellow jackets
- Whistle Blown – parents cue to move towards the exit so children may see signs.
- Remember any required medication (parents)





# Weekly Timetable



Chesswood Junior School  
Weekly Timetable 2019-20



	7:30	8:50-9:00	9:00-10:00	10:00-11:00	11:00-11:15	11:15-12:15	12:15-1:15	1:15-2:55
Monday	Breakfast Club – Prior Booking Essential 8:50-8:55 REGISTRATION							Year 5 AOW 2:40-3:10
Tuesday								Year 3 AOW 2:40-3:10
Wednesday					B R E A K		L U N C H	
Thursday			Lower Sing Upper AOW	Upper Sing Lower AOW				Year 4 AOW 2:40-3:10
Friday			Performance Meeting					Year 6 AOW 2:40-3:10

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# Pick Up

- School ends 3.15 p.m. Arrive on Y3 playground by 3:10 p.m. Meet outside class fire exit door on the West Playground.
- Remember to pick a memorable place to pick up.
- Remind children they NEVER leave the school premises without a designated adult, if not sure go to their class teacher or school reception.





# 2019-20 INSET Arrangements

Chesswood	Chesswood Creche	Lyndhurst	Springfield
Monday 2 <sup>nd</sup> September	✗	Monday 2nd September	Monday 2nd September
Friday 25 <sup>th</sup> October	✓	Friday 25th October	Friday 25th October
Monday 24 <sup>th</sup> February	✓	Monday 6 <sup>th</sup> January	Monday 24th February
Wednesday 11 <sup>th</sup> March	✗	Monday 1 <sup>st</sup> June	Wednesday 11th March
Monday 20 <sup>th</sup> July	✗	Monday 20th July	Monday 20 <sup>th</sup> July



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# Year 2 liaison

- Transferring all children's work
- Teacher visits
- Teacher communication
- Checking out Chesswood and meet the head teacher
- Additional Visits
- Musical Theatre performance - Springfield
- School sports days and mini-olympics





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# Special Educational Needs

- Alert us early if you are worried!
- First School Liaison
- SEN – open and approachable
- Pupil Passports – termly review – Parent meeting
- Dyslexia Screening – Autumn Term
- Additional support – TA, HLTA & teacher
- SEN Interventions
- SEN Governor – coffee mornings
- [vradcliffe@chesswood.w-sussex.sch.uk](mailto:vradcliffe@chesswood.w-sussex.sch.uk)







# Lunch Arrangements

Arrangements for transition day:

Your child will receive a packed lunch through Chartwells – you are welcome to send them with a home-made packed lunch.

Arrangements for September onwards:

Universal free school meals DO NOT apply once your child transfers to Year 3 at Chesswood, therefore a packed lunch must be provided.

If you would like your child to have a hot lunch, these must be pre-ordered in advance (at least one full week) by contacting Chartwells:

<https://westsussex.mealselector.co.uk/Account/Logon.aspx>

Or telephone

01243 836130 or 0845 603 7998

If your child is registered for free school meals and requires a hot lunch, these will be ordered by the school office. **The school pays for each meal if your child is not intending to use the free school meal please contact the school office so that we can use the money to support other school activities.**



# Free School Meals

- Your child might be able to get free school meals if you get any of the following:
  - Income Support
  - income-based Jobseeker's Allowance
  - income-related Employment and Support Allowance
  - support under Part VI of the Immigration and Asylum Act 1999
  - the guaranteed element of Pension Credit
  - Child Tax Credit (with no Working Tax Credit) with an annual income of no more than £16,190)
  - Working Tax Credit run-on - paid for 4 weeks after you stop qualifying for Working Tax Credit
  - Universal Credit with an annual net earned income of no more than £7,400 a year
- Forms available tonight, hand completed forms to us for checking by 8<sup>th</sup> July. We will inform you shortly after about eligibility.
- If you are currently eligible please complete FSM order form
- If you don't act - Your child could be missing out on £1320 we use this money to provide direct and indirect support.









# Governance

The school governing body includes 16 governor positions – please contact the clerk to governors if you believe you could make a strong contribution to this important aspect of school leadership and register your interest in governance.

**Chair of Governors** Mr Carl Walker **Vice Chair of Governors** Ms Emma Hopson  
[governors@chesswood.w-sussex.sch.uk](mailto:governors@chesswood.w-sussex.sch.uk)

## **LA Governor**

Stephanie Lewis

## **Co-opted Governors**

Mr Darren Carroll, Mrs Emma Hopson, Mrs Karen Bassett, Mrs Julia Wilson

## **Parent Governors**

Mrs Leigh Otterson-Walter, Mrs Joanne Kelly, Mrs Katy Parsonage, Mr Carl Walker,

## **Staff Governors**

Mr Andrew Jolley and Mr Timothy Hicks

## **Clerk**

Sophie Taylor ; [CTG@chesswood.w-sussex.sch.uk](mailto:CTG@chesswood.w-sussex.sch.uk)

For more information: School website: School Info > Governors (Meet the governors)



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# Parent Helpers in School

- Support and help from parents is **invaluable**
- We would love to make use of your talents. Don't be shy!
- Parents help with:
  - practical lessons
  - accompanying classes on school trips
  - supporting reading and maths
  - many other tasks
  - Friends of Chesswood
- If you are able to help us in any way, please let us know.
- DBS clearance is required



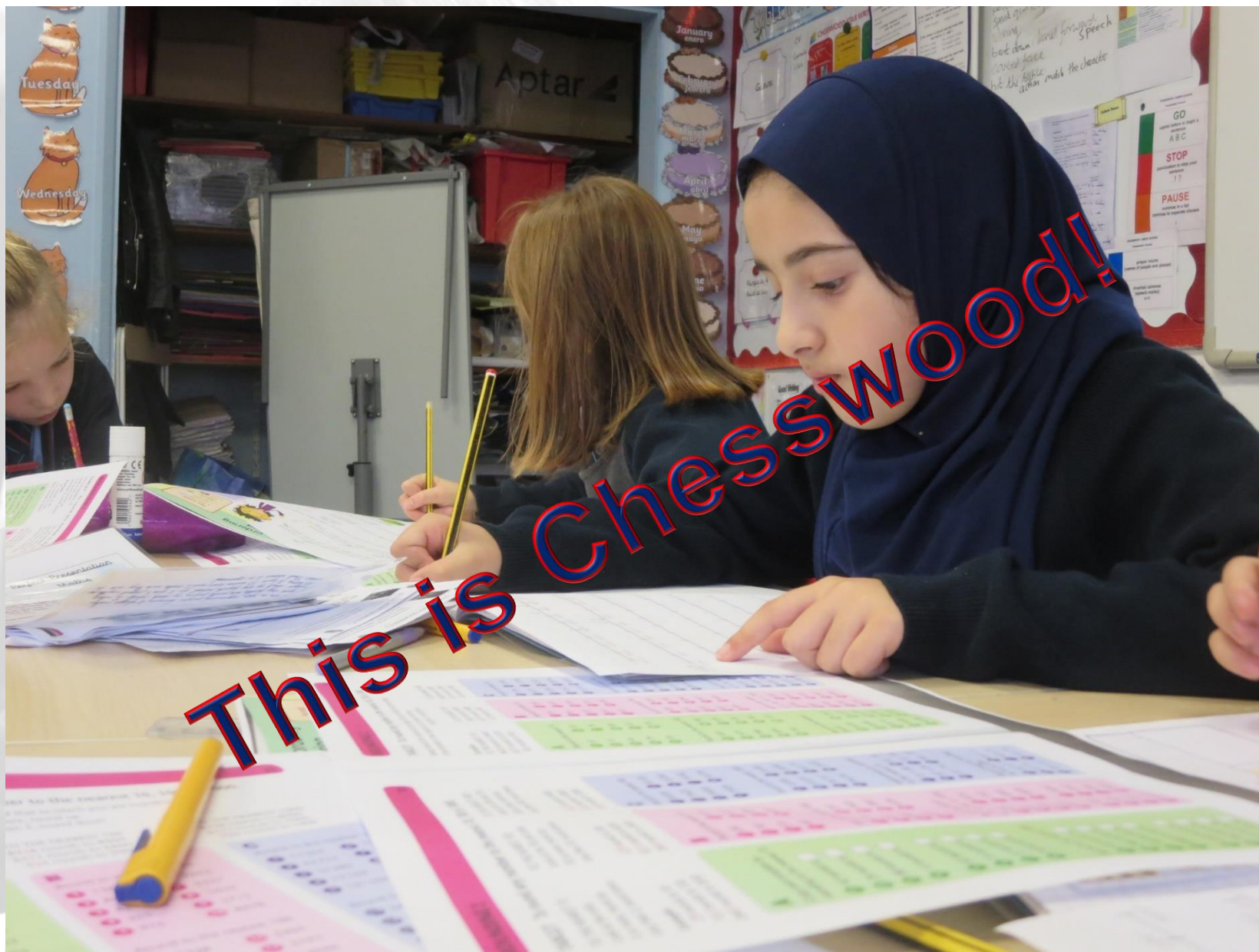




# Friends of Chesswood (PTA)

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# Concerns & Complaints

Things sometimes go wrong even though everyone tries very hard to ensure every thing goes swimmingly! The severe funding restriction do have a direct impact on our ability to everything we would like to do.

- Please give staff the benefit of the doubt
- Please do not use social media
- Please share the information you have so far, as soon as possible
- Please be ready to set it out in writing
- Give as much information as possible – if significant concern rather than it would be better if; it must be placed in writing.
- Steps to addressing concerns:
  1. Class Teacher
  2. Head Teacher – Andrew Jolley

Concerns e-mail

[concern@chesswood.w-sussex.sch.uk](mailto:concern@chesswood.w-sussex.sch.uk)

Website: Parents> Concerns and Complaints





## Chesswood Bright Sparks

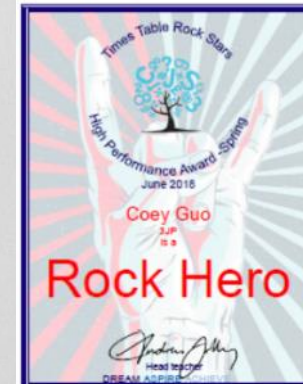
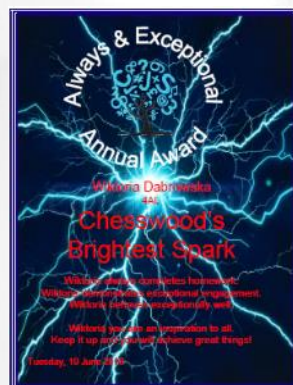
- **B**e the best we can be, at all times
- **S**how courtesy, care and kindness, all of the time





# Behaviour

- **Key Principles**
  - Good relationships
  - **Positive approach – house points, certificates, Chesswood culture**
    - Summer reading challenge 25HP; photo 10 hp
  - Clear expectations
  - Consistency
  - **Strong school/parent partnership**
- **Sanctions**
  - consistently applied based on 'best professional judgement' and 'beyond reasonable doubt'.
  - day time and after school detention for moderate incidents.
  - Discrimination: intended or reckless – after school detentions or exclusion
  - exclusion is used following a severe incident or persistent moderate level incidents.
- **Website: Pastoral > Managing Behaviour**
  - (Bright Sparks, Behaviour and discipline policy, Anti-bullying)



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# CHESSWOOD JEDI ACADEMY

This is chesswood!

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# General Expectations

We seek to reduce distractions from learning as much possible:

- **Mobile Phones** – We discourage children from bringing mobile phones to school. However.....
- **Make up** – must not be worn
- **Hair** – Sensible hair cuts only - tram lines, mohicans and dyed hair are not permitted (this includes dip-dying).
- **Jewellery**
  - Earrings – one stud in each ear only – no hoop style earrings allowed
  - Removed for PE (child must be able to remove them or mustn't wear them for school on PE days)
  - No other jewellery other than wrist watches

## **Internet Use**

- All monitored – children sign and abide by 'acceptable user policy'

## **Toys, collecting cards and personal belongings – they are a privilege**

- Not seen touched or used in lesson time
- Specific limits, fair swapping, not valuable or highly valued





# School Uniform

- Full uniform must be worn at all times (hoodies PE only)
- Exceptional circumstances – send note and resolve with 72 hours
- All branded uniform is available from Broadwater Sports – in store or <http://www.schooljumpers.co.uk/>
- Standard items such as trousers, skirts, socks and tights are available from regular highstreet shops and supermarkets, e.g. BHS, Tesco, Asda etc.
- Ties may be purchased in school reception
- Purchase name labels and **please sew them in or use plastic attachment.**
- Lost property – contact school reception
- **Child responsibility**

<p><b>BOYS</b></p> <p>Traditional Charcoal Grey school trousers or shorts</p>  <p>Not black or blue</p> <p>No particular make but they must be smart and 'tailor-like' conservatively fitted not over-tight, flared, loose, low slung, denim, or boot cut, no cotton, denim or cord. No stretch materials.</p>	<p><b>GIRLS</b></p> <p>Traditional Charcoal Grey skirt or pinafore dress (lighter or darker) – no shorter than slightly above knees</p>  <p>If selecting trousers or shorts – they must conform to the requirements for boys set out opposite.</p> <p>Summer Dress with white socks – blue gingham check – as an alternative to the above at any time during the year</p>
<p>Blue school shirt</p>  <p>Will need to be tucked into trousers when in the school building – not at playtime.</p> <p>The must be worn with shirt. Only available from Broadwater Sports and school reception. Elasticated tie typically used in lower school – children move to traditional tie when able to tie independently – usually Y4 onwards.</p>	<p>Blue skirt or blouse</p>  <p>Will need to be tucked into trousers when in the school building – not at playtime. – the use of tailored girl's shirts designed to fit outside of trousers does not change this expectation.</p> <p>The must be worn with shirt. Only available from Broadwater Sports and school reception. Elasticated tie typically used in lower school – children move to traditional tie when able to tie independently – usually Y4 onwards.</p>
<p>School V Neck Jumper or cardigan with school logo</p>  <p>Only available from Broadwater Sports</p>	<p>School V Neck Jumper or cardigan with school logo</p>  <p>Only available from Broadwater Sports</p>

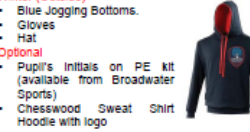
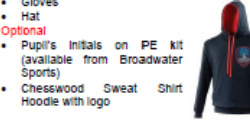
<p>Traditional black shoes or black trainers with black laces or black Velcro strap. No other colour flash, stripe or manufacturers label is permitted on the side of the sole or the main shoe (the upper).</p>  <p>None of the shoes below are permitted as they have white soles, manufacturers labels or are brand based upper.</p>	<p>Traditional Black school shoes or black trainers – no heels</p>  <p>No boots are permitted at any time during the year – as a guide nothing above the ankle e.g.</p>
<p>Grey socks only</p>  <p>Grey socks (white socks with Gingham summer dress).</p> <p>Grey tights or red tights (tights must be traditional opaque school tights)</p>	<p>The only exception to this would be when there is snow lying on the ground</p> 
<p>Hijab – Children are welcome to wear a Hijab/Hoodscarf or Head covering as part of religious observance. The Hijab must be plain navy only.</p> 	

## Luggage

Space is a premium within school especially as the school moves closer to capacity with 720 children and in excess of 90 staff. Children need to fit their luggage within one locker – 40cm x 40cm x 25cm:

- Coat
- Book Bag
- PE Kit Bag
- Lunch Box – if applicable



Boys	Girls
<p><b>Essential Core Kit – available only from Broadwater Sports</b></p> <ul style="list-style-type: none"> <li>• Blue polo shirt with red trim and school logo</li> <li>• Blue shorts with red trim</li> <li>• PE Kit Bag – with school logo</li> </ul> <p>Widely Available – not specific to Broadwater sports:</p> <ul style="list-style-type: none"> <li>• Red football socks</li> <li>• Trainers – providing appropriate support for your child's feet <ul style="list-style-type: none"> <li>• must be clean if used indoors</li> <li>• As foot protection, used in all activities other than dance and gymnastics</li> </ul> </li> </ul>	<p><b>Essential Core Kit – available only from Broadwater Sports</b></p> <ul style="list-style-type: none"> <li>• Blue polo shirt with red trim and school logo</li> <li>• Blue shorts with red trim or Blue Skirt</li> <li>• PE Kit Bag – with school logo</li> </ul> <p>Widely Available – not specific to Broadwater sports:</p> <ul style="list-style-type: none"> <li>• Red football socks</li> <li>• Trainers – providing appropriate support for your child's feet <ul style="list-style-type: none"> <li>• must be clean if used indoors</li> <li>• As foot protection, used in all activities other than dance and gymnastics</li> </ul> </li> </ul>
<p><b>Winter (Outside)</b></p> <ul style="list-style-type: none"> <li>• Blue Jogging Bottoms.</li> <li>• Gloves</li> <li>• Hat</li> </ul> <p><b>Optional</b></p> <ul style="list-style-type: none"> <li>• Pupil's Initials on PE kit (available from Broadwater Sports)</li> <li>• Chesswood Sweat Shirt Hoodie with logo</li> </ul> 	<p><b>Winter (Outside)</b></p> <ul style="list-style-type: none"> <li>• Blue Jogging Bottoms.</li> <li>• Gloves</li> <li>• Hat</li> </ul> <p><b>Optional</b></p> <ul style="list-style-type: none"> <li>• Pupil's Initials on PE kit (available from Broadwater Sports)</li> <li>• Chesswood Sweat Shirt Hoodie with logo</li> </ul> 

- For further information refer to school brochure or home-school agreement
- Website: Parents > Uniform, PE and equipment





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# Health

- **First Aid** - Qualified staff: teaching assistants and office staff  
Medical health issues – it's important that we know!
- **Medicines must not be left with a child at any time unless authorised by the school**
- **Non & Prescribed Medicines**
  - Parents **must** complete medicines form for all medicines
  - **Not** administered unless prescribed and in original pharmacy packaging stating dosage with leaflet
  - Non-prescribed medicines administered in exceptional circumstances – Max 48 hours, twice per term
  - Antibiotics – 3 x day dosage (not administered) v 4 Administered.

**Health care plans may be required for significant and sustained health complaints – diabetes, severe asthma, heart conditions**

Online > Pastoral > Medical Intervention > Health Care Plan

- <https://www.chesswood.w-sussex.sch.uk/page/?title=Medical+Intervention&pid=223>

- Contact information – **you must keep us informed of any changes**



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# Dropping off and picking up

- The site is fully secure.
- The Ladydell Road entrance will be locked throughout the day. The Chesswood Road entrance will be accessed by secure intercom.
- To keep busy pavements clear, children should enter school premises as soon as they arrive after 8:30 a.m.. Parents either leave child at gate or **wait on Y3 playground.**
- **Please do not seek to enter classrooms before school –**
  - seek to speak to teacher at the end of the day;
  - write a note for the teachers attention – leave at reception
  - email teacher directly, copy in year lead and head teacher, if appropriate.



# Dropping off and picking up

- Parents **should** make arrangements to pick up their children on their youngest child's playground.
- Parents **must** ensure their children know to remain on the school site
  - once dropped off in a morning
  - until a responsible adult has arrived – wait at the arranged spot. (We strongly discourage Year 3-4 children walking unaccompanied or with peers of same age)
  - If no adult arrives they must go straight to the school reception area (ask any adult they will be taken to reception. This is a **GOLDEN RULE** if a child is ever uncertain about pick up arrangements.



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# Attendance and punctuality

- Attendance awards – 99%+ termly awards
- Remain above 96% - good – notably better chances of success
- Below 90% - Persistent absence

Percentage Attendance	Miss full school year every
90%	10 years
80%	5 years
66%	3 years

- **Absence**
  - Please telephone or email school ([childabsence@chesswood.w-sussex.sch.uk](mailto:childabsence@chesswood.w-sussex.sch.uk)) before 9.15 a.m. on the **first day of absence** (a message left on the answering machine is fine)
  - Look out for 'Study Bugs' reporting app in September
- **Request for absence during school time**
  - only under exceptional circumstances
  - Fixed Penalty Notice issued after 10 sessions – 5 days
  - Parents>Attendance>Pupil Absence Request
  - <https://www.chesswood.w-sussex.sch.uk/form/?pid=203&form=19>





# Punctuality

Timings	Guidance
Before 8:30 a.m.	Only enter if part of breakfast club or an organised activity
8:30 – 8:40 a.m.	Perfect arrival time
8:40-8:45 a.m.	Good Arrival Time
8:45 – 8:50 a.m.	A bit too close if something unexpected happens!
8:51 a.m.	Arrival after this time is late; if persistent 5 mins of play time will be lost. 'Late before register closes' recorded
8:55 a.m.	Almost 16 hours learning lost per year
9:05 a.m.	Registers closed 'unauthorised absence' 10UA in 10 weeks – Prosecution.

- Ladydell gate locked when the bell sounds – entry and exit then only by Chesswood Rd.
- Pupils arriving once the gates have closed must report to the main office.
- Lateness is monitored and reported to parents on termly reports
- Medical appointments are exempt from this – please email school office to inform the reason for the late arrival and the expected arrival time.
- [childabsence@chesswood.w-sussex.sch.uk](mailto:childabsence@chesswood.w-sussex.sch.uk)





# Parent & Visitor Guidance

- Ensuring together we look after the **greater good**:
  - **Age appropriate parenting** – Please ensure your child plays, watches and listens to age appropriate material – on television, on games consoles and on the internet.
  - **Smoking** - Do not smoke on or near the school premises including outside the school gates.
  - **Dogs** – Cannot be brought on school premises (unless registered disability support). Please do not leave dogs tied up or stand with dogs directly outside school gates.
  - **Swearing** – Please don't.
  - **Driving and Parking** – don't let it be you!
- Passport Signatures £10 per passport – staff party fund!





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# Safety First

## Do Not Stop or Park here!



# No excuses don't do it!

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# Safety First

## Seen this?!



## Record it and report it



[www.operationcrackdown.org/](http://www.operationcrackdown.org/)

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# Travel to and From School

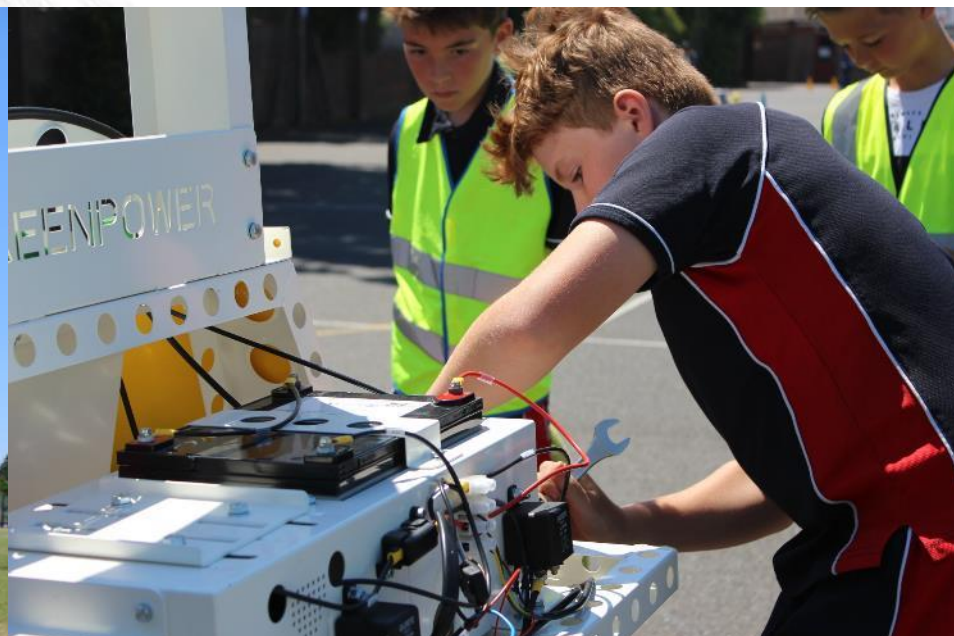
- **DO NOT:**
- **Be rude, abusive, intimidating or selfish**
- **Double park** – children cannot see to cross the road safely and drivers become frustrated and act recklessly.
- **Park on the pavement** – children cannot safely walk, nor can parents with prams and young children.
- **Block neighbours' drives** – They may need to get out or in – it can be really annoying when it happens every day!
- **U turn on Chesswood Road** - Although tempting to save time, undertaking a U Turn, especially when mounting the pavement can cause unwelcome distractions for other road users during the busy drop off and pick up times.
- **Enter Ladydell Road to drop off or pick up!** Massive congestion in cul de sac and three point turns can lead to risks for children.
- **Enter the staff car park** – Staff often need to get to meetings, children sometimes need to cross the car park, many support staff need to go home at 3.30pm. If your child is temporarily or permanently unable to walk please contact the head teacher to seek suitable arrangements.



# Bikes and Scooters

- All children are welcome to cycle or scoot to school, alone or accompanied by an adult, subject to parental decision on whether they are able to do so safely.
- Respect their own and others safety.
- Bikes and scooters to be kept in locked in the correct location.
- Strongly recommended that pupils who cycle to school unaccompanied have completed bikeability award level 2.
- Bikes and scooters must be walked at all times when on the school site – including any younger siblings.









# Summer 2018 – 38 clubs

## Club List – Summer Term 2018

All clubs start week commencing Monday 23<sup>rd</sup> April 2018, and finish week ending 6<sup>th</sup> July 2018. Clubs continue immediately after Half Term.

Day	Club	Run by	Fee (for the term)	Time	Year	Location
Mon	Cheerleading	Megan Ring	£31.50	8.00 – 8.45	All	Gym
	Maths Games	Miss Hills		12.40 – 1.10	All	4MH
	Minecraft	Pupil leaders ( Mr Miller)	£5 per term	12.40 – 1.10	All	ICT Suite
	Karate	SAMA Karate	£5 per session	3.15 – 4.15	All	New Hall
	Mindfulness Colouring	Miss Taylor		3.15 – 4.15	All	Library
	Upper School Basketball	James Brame	£27.00 per term	3.15 – 4.15	5 & 6	Basketball Courts
	Lower School athletics	Mr Quick & Mr Haggart		3.15 – 4.15	3 & 4	Field
	Fabulous Art Club	Claire Lemmon	£36.00 per term	3.15 – 4.15	3 & 4	3JP
	Children's Parade Art Club	Claire Read	Running to 11th June	3.15 – 4.15	5 & 6	DT Room
Tues	Advanced Running	Mr Quick & Miss Taylor		8.00 – 8.45	4, 5 & 6	Off site
	Minecraft	Pupil Leaders ( Mr Miller)	£5 per term	12.40 – 1.10	All	ICT Suite
	Gymnastics	Worthing Gymnastics	£45.00 per term	3.15 – 4.15	All	Gym
	JAM Club (Jesus And Me)	Kathryn Hughes Burton		3.15 – 4.15	All	DT Room
	Upper School Cricket	Mr Haggart		3.15 – 4.15	5 & 6	U/S Playground
	Capoeira	Capoeira Nago School UK	£40 per term	3.15 – 4.15	3 & 4	New Hall
	The Outdoors Project		£7 per week	3.15 – 4.15	All	L/S Playground
Wed	Minecraft	Pupil Leaders (Mr Miller)	£5 per term	12.40 – 1.10	All	ICT Suite
	Drama	Star Academy	£35.00	3.15 – 4.15	All	New Hall
	Computer Club	Mr Miller		3.15 – 4.15	5 & 6	ICT Suite
	Chelsea FC	Chelsea Football Club	£20 per half term	3.15 – 4.15	All	Field
	Gardening	Mr Link		3.15 – 4.15	All	4MH
	Summer Fun Sports	Mr Haggart Mr Quick		3.15 – 4.15	All	U/S Playground & Field
	Dance Club	Megan Ring	£35.00	3.15 – 4.15	All	Gym
	Top Trumps	Miss Taylor		3.15 – 4.15	All	Library
Thur	Short Tennis	Paul Mackintosh	£40 per term	8.00 – 8.45	All	Gym
	Minecraft Club	Pupil Leaders (Mr Miller)	£5 per term	12.40 – 1.10	All	ICT Suite
	Science	Mrs Cuthbertson		3.15 – 4.15	5 & 6	Science Lab
	Computer Club	Mr Miller		3.15 – 4.15	3 & 4	ICT Suite
	Stoolball & Rounders	Mr Quick		3.15 – 4.15	5 & 6	Field
	Lower School Cricket	Mr Haggart		3.15 – 4.15	3 & 4	U/S Playground
	Sewing Club	Mrs Glynn Davis & Mrs Sherman	£20.00 per term	3.15 – 4.15	5 & 6	DT Room
Fri	Beginners Running	Mr Quick & Miss Taylor		8.00 – 8.45	All	Offsite
	Minecraft	Pupil Leaders (Mr Miller)	£5 per term	12.40 – 1.10	All	ICT Suite
	Filipino Choir	Claire Cossins		12.40 – 1.10	All	Music Room
	Lower School Basketball	James Brame	£30 per term	3.15 – 4.15	3 & 4	Basketball courts
	Whole School Choir	Mrs Cossins		3.15 – 4.15	All	Gym
	Upper School athletics	Mr Quick & Mr Haggart		3.15 – 4.15	5 & 6	Field

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# Extra Curricular Clubs

- School clubs – before, during and after school
  - Commence third week in September
  - End first week in December
  - Online booking system – NOT first come, first served.
  - Children dismissed directly from club location, **parents to meet on the front playground ONLY**. Ensure you have a specific location to meet your child.
  - Bring an umbrella if raining!
  - Email – Office will notify parents if child is not at a club as planned.
  - club cancellations:
    - On day – direct contact for early pick up or merge into other clubs. Schools buddy notification. If children need to stay in school – no problem they will be occupied until normal club pick up time.
    - Before day – Telephone 'Clubline' option 3; Schools buddy and weekly communication

For peripatetic music opportunities please contact Mrs Cossins:

[ccossins@Chesswood.w-sussex.sch.uk](mailto:ccossins@Chesswood.w-sussex.sch.uk) Dream. Aspire. Achieve. Be Extraordinary



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# Breakfast Club

- 7:30 a.m. – until school starts – brought to playground by club leaders
- £3.50 per session – subject to change
- We expect full payment and confirmation in the half term before.
- Y2 Bookings must be received before the end of the summer term.
- Payment can be made by cash, cheque, Edenred, Fideliti, Computershare or Sodexo vouchers. Schools Buddy – September onwards

## Exceptional circumstances

- Must be paid at least one week prior to use
- emergency placement – pay cash at club on the morning

We can confirm that all bookings received do have a place for September.

**Website: Parents> Breakfast Club**

<https://www.chesswood.w-sussex.sch.uk/page/?title=Breakfast+Club&pid=193>

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Booking form may be printed from the website, hard copies are



# After School Club

We can confirm that we have after school care at Chesswood everyday during term time.

Bookings can be made by emailing:

[chesswoodclub@outlook.com](mailto:chesswoodclub@outlook.com)

Or telephone

07857735000 or 07752098016







# Parent Transition Questions...

Is there anything else you would like to know?



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