

The Topsham School

Newsletter 13



A love of learning and commitment to the success of every child at the heart of all we do.
Tel: 01392 874498 Website: www.topsham.devon.sch.uk

Friday 8th December 2023

Mr Dibley

At the end of this term, Mr Dibley, who teaches in Year 2 with Mrs Watts, will be leaving us. He has some exciting opportunities ahead of him and we wish him all the best for his future.

In Year 2, Mrs Ebdon, who is TA and HLTA in Year 2 already, and a highly skilled teacher in previous posts, will step in to the role.

In Year 2, Mrs Ebdon will teach on a Monday and Tuesday, and Mrs Watts on a Wednesday, Thursday and Friday.



Your FSU Needs You!

Do you have chickens? Or know someone that does? Could you support the FSU in their learning about the lifecycle of a chicken by helping us to resource a 'chick hatching kit' and eggs?

If you think you can help, please speak to Mrs Watson or Mrs Whitehead.

Absence from school

Reporting Absences

Ensuring that parents report absences in a timely manner is an important aspect of safeguarding the children in our care, as until we have received a reason for absence, we have to treat the child as missing and a home visit may follow.

The school's Attendance Policy, which outlines the procedures in place for informing the school of absences can be found on our school website <https://www.topsham.devon.sch.uk/policies.html>

In line with this policy, we ask that parents ensure that if their child is to be absent from school for any unavoidable reason, such as sickness, they should contact the school by 8.55am, on the first morning of absence. This may be done by emailing admin@topsham.devon.sch.uk, phoning 01932 874498, or informing the school office in person.

If your child is absent due to illness, please ensure you provide details of the symptoms they are experiencing.

Planned Absences

If the absence is planned, for example an attending an Open Day for another school or attendance at a funeral, please complete the S2 form. The S2 form should also be used for absence requests for term-time leave but please be aware that these requests can only be considered in exceptional circumstances. This form is available from our school website and paper copies are also available from the green rack in the foyer outside the office.

<https://www.topsham.devon.sch.uk/attendance.html> the S2

Medical Appointments

Where possible, we ask that medical appointments are made outside of school hours. If your child needs to attend a medical appointment during school hours, please provide confirmation of the appointment. This can be a letter, forwarded email, copy of the appointment card or screenshot of a text confirming the appointment time. This will allow us to authorise the absence as a medical appointment.

SAFEGUARDING

Safeguarding Leads and Contact Information

Miss Maria White: Designated Safeguarding Lead and Headteacher.

For any urgent safeguarding matters please email:

safeguarding@topsham.devon.sch.uk. Please do not use this email for any other matters apart from safeguarding.



Our Deputy Safeguarding Lead is Mrs Amanda Lacey, Headteacher.

Safeguarding our children will always be a priority for everyone in the school. All staff are trained in how to keep children safe and alongside this we have our safeguarding team.

Anyone of our staff can be contacted in relation to Safeguarding.

Level 3 trained staff are qualified to the same level as the Safeguarding Leads. In our school this includes our Admin Team and Miss Greygoose. Again, their details are on our website.

Safeguarding is EVERYONE'S business and we will always do our very best to keep our children safe.

If **any** parent has a safeguarding concern or query about ANY child within our community, please email for advice.

IF ANY ADULT FEELS A CHILD OR ADULT MAY BE IN IMMEDIATE DANGER YOU MUST CALL MASH (Multi Agency Safeguarding Hub) OR 999

*"If you are worried about a child or young person in Devon and want to speak to someone, or if you are a child or young person worried about your own safety, please contact the MASH on **0345 155 1071** or email mashsecure@devon.gov.uk and give as much information as you can.*

Applying for a Reception (Big Acorns) place for September 2024

Children born between 1st September 2019 and 31st August 2020 will start primary school in September 2024. Devon County Council's application process is now open for the Reception September 2024 intake and it will remain open until 15th January 2024. The link below contains a step-by-step guide tab and also an apply now tab.

[Apply for a reception or year 3 place at a primary school \(devon.gov.uk\)](https://devon.gov.uk)

PTA NEWS

Christmas Bazaar

Last Friday, we had our traditional Christmas Bazaar and it was a perfect way of starting December. Thanks to all the volunteers (parents, school staff and children) and to our sponsors we managed to raise more than £2K. And more than raising money it was great to see all the smiles, Christmas games, delicious food and drinks. The Christmas Carols and music performances were the cherry on top. Thank you so much for everyone that gave up their time and donated items. We appreciate the contribution of everyone that attended!

Carols on the Playground - TODAY

Let's bring our school community together and enjoy some Christmas Carols performed by our School Choir from 3.30pm in the KS2 playground. There will be hot drinks and mince pies (and other cakes). Join them, enjoy and contribute, so they can take part in activities out of the school.



Date	Event
Monday 4 th – Friday 8 th December	Christmas cards for the community
Friday 8 th December	Community Christmas Party (morning), led by Year 6
Friday 8 th December	School Choir singing at the Community Christmas Party
Friday 8 th December	Watermeadow Grange visit – Year 3
Friday 8 th December	Choir performing Christmas Carols in the playground at 3.30pm. Mince pies and mulled wine.
Monday 11 th December	KS2 Rehearsals in the Church 1.30-3.15pm
Tuesday 12 th December	KS2 Christmas Service in the Church 2pm and 6pm
Wednesday 13 th December	KS1 and FSU Christmas Service 2pm and 6pm
Thursday 14 th December	Topsham School Christmas post boxes close
Thursday 14 th December	KS1 and FSU Christmas Parties
Thursday 14 th December	KS2 Christmas Parties
Friday 15 th December	Break up for Christmas Finish at the earlier time of 2.30pm (Twiglets finishes at 4.30pm)
Tuesday 2 nd January	Occasional Day (School Closed)
Wednesday 3 rd January	Non-Pupil Day
Thursday 4 th January	Children return to school after Christmas holiday
Monday 15 th January	Deadline for applying for a Reception (Big Acorns) place for September 2024

