



The Orchard School

Weekly Bulletin

Week commencing: Monday 19th February 2024

Dates for your diary

Monday 12th – Friday 16th February	Half Term
Monday 4th March	Parent/carer Support Group – Makaton Workshop
Thursday 7th March	World Book Day
Friday 8th March	Mothering Sunday Activity Morning
Monday 25th March – Friday 5th April	Easter Holiday
Monday 8th April	Pupils return to school Parent/carer Support Group
Monday 6th May	May Day Bank Holiday
Monday 13th May	Parent/carer Workshop – Phonics
Monday 27th May – Friday 31st May	Half term
Monday 10th June	Parent/carer Support Group
Thursday 13th June	Class activity morning
Monday 24th June	Lower School Achievement Assembly
Tuesday 25th June	Middle School Achievement Assembly
Wednesday 26th June	Upper School Achievement Assembly
Wednesday 26th June	Parents Evening
Monday 8th July	Parent/carer Support Group
Friday 12th July	Year 6 Prom
Wednesday 17th July	Garden Party
Monday 22nd July	Year 6 leavers assembly

Update from Liz

You will remember that I wrote to you a few weeks ago to say that we were upgrading the front gate in order to further safeguard the school site. This was completed this week meaning that now the gate is locked between 9:15 and 2:30. If you come to school by car during these times you will need to press the top buzzer on the intercom by the pedestrian gate to request entry to the car park. When you leave the site, the gate will continue to open automatically when you drive up to the yellow hatched markings. I know this is a change and will take a bit of getting used to but I'm sure you will agree that the enhanced safety this brings to the site is beneficial.

Pupil Absence

I just wanted to remind you of the procedure of reporting if your child is going to be absent due to illness or a medical appointment.

If your child is going to be absent from school, we ask that you phone school and leave a message before 8am in the morning.

The office staff will then contact you in the afternoon to confirm if your child will be back in school the following day unless you have already confirmed if they will be in or not. We understand that things may change and if that is the case, we ask that you phone and leave a message on the answerphone.

If your child has a medical appointment, we ask that you inform the school in advance of the appointment, providing a copy of the appointment letter. We will authorise the absence for the time of the appointment (morning or afternoon) but expect that your child comes into school before and/or after the appointment. If they do not come into school, it will be marked as an unauthorised absence.

The reason we ask that you notify the school of your child's absence by 8am in the morning, is so we can effectively plan staffing for the day.

Thank you for your cooperation with this.

Best wishes for a lovely half term.