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# Hornbill Extra!

Newsletter 1 | 13th September 2022

## Welcome

It has been confirmed by Defence Children Services, that School will be closed for the day on Monday 19th September 2022 for the funeral of HM Queen Elizabeth II.

I would like to invite, parents from FS1 to Year 6, to school on **Friday morning, 23rd September, between 07:45 and 09:15** for our very first 'parent hour'. This will be an opportunity to join your children in class, and we would like you to take part in the learning.

Following the parent hour, Hornbill Helping Hands and the Senior Leadership Team will be holding a **coffee drop in from 09:15-10:00**. Please come to the meeting room for a drink and to see what opportunities we have for volunteers in school—please see the poster at the back of this newsletter.

I want to draw your attention to our two break times, children should be provided with two snacks rather than a lunch to have in the two break times. Please send your children with a snack they can eat and still have time to enjoy a break, the first snack should be a small and easy to eat item, the second snack can be a little more substantial but it is not a full lunch. Please ensure that your child has had a good breakfast before they arrive in school.

From **MONDAY 26th September** everyone in school will start at the same time. The arrangements are:

- 07:30 Gates Open
- 07:40 Bell rings
- 07:45 Lessons start for all classes from FS1 to Year 6
- 10:45 FS1 end of 3 hour session
- 10:45 FS1 start of optional, fee paying, Extended Day Care provided by our partner setting, Treetops—please speak to Mrs Collins for more information and to enquire about available spaces
- 13:30 FS2 to Year 6 end of school day

A newsletter will now be published every second Thursday, starting on 22nd September, and letters are occasionally sent home during the week. If your child is absent please check with the school office if you have missed any newsletters or letters. **This newsletter will be sent home by Class Dojo.**

Thank you,  
Senior Leadership Team

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## Events.....

19th September—School CLOSED for the funeral of HM Queen Elizabeth II

23rd September - Parent Hour from 07:45 and 09:15

23rd September—Hornbill Helping Hands and SLT Coffee drop in

26th September— Unified lesson start time at 07:45

24th—28th October—Half Term

## Safeguarding Culture at Hornbill School

The safety and security of your children is our main concern at Hornbill School.

### Information

We hold information of allergies and medical conditions where it applies.

We hold risk assessments in school for in school activities and out of school visits.

### End of day routine

The school day will always end at school. If children are being taught away from the school site, they will always be returned to school. Some children return home on the school bus, buses have an escort.

### Site safety

School site is protected with locked gates.

All visitors to school must sign in at the school reception and sign out at the end of the visit.

Accidents in school are always reported via a completed form and are added to the accident database.

### Safeguarding

Staff and volunteers will hold a Level 2 Safeguarding Qualification.

Some school staff have a Level 3 Safeguarding Qualification.

Mr Walters, Assistant Head Teacher, is the Designated Safeguarding Lead. The Deputy is Mrs Brown, Deputy Head Teacher.

The school holds concern records for children and will report statutory social work concerns to the Social Worker.

Some staff hold a full L3 Paediatric First Aid Certificate.

Some staff hold a L2 First Aid at Work Certificate.

Every member of staff and all volunteers are subject to an enhanced DBS check. All staff have been checked against the barred list, in addition, teachers are checked against the prohibition from teaching list.

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HORNBILL HELPING  
HANDS

## Volunteers Needed

Can you help in our school community? Hornbill Helping Hands would welcome your support!



### We need help with:

- listening to children read
- the library
- organising school events
- committee roles
- and much more!

Why not come and see how you can get involved at our coffee morning?

### COFFEE MORNING

23rd Sept, 2022 | 9.15 to 10am in the meeting room at school



#### BENEFITS:

- Meet new people
- Learn new skills
- Contribute to our school community

**JOIN US AND BE A  
PART OF OUR TEAM**