



## Longstanding and valued members of staff leaving.

At the end of this term we will be losing three members of staff. Mrs Nicholls, our school bursar, Mr Nicholls, our site manager and Mrs Morgan-Jones one of our school secretaries will be leaving us. All three have worked here since the late 80's or early 90's and have helped the school through some very difficult times in the past. I have had the opportunity to work closely with all three and they have all been an invaluable help and support to me as well as fine servants to the school. I am sure that you will want to join me, the whole staff and all the children in wishing them all the best for the future and thanking them for their dedicated service to the school for so many years. We are making a collection for all three, so if you wish to make a donation please send it in to school in an envelope marked: 'FAO Mrs Spragg – Office'. Thank you.

## Lateness procedures and actions.

I would like to remind you that all visitors, parents and children arriving late for school must enter the school through the main front door and sign in at the school office. This is very important as it is a record of who is in the building at any given time should an emergency evacuation be required.

We must also insist that all parents who attend Friday morning assemblies sign in and out, on arrival and exit. Thank you.

As you will be aware we monitor attendance and lateness very closely and next week I will be writing to those families who are persistently late for school. The impact on the progress and attainment of any child missing part of their time in school is great. Remember the whistle will be blown just before 8.45 am as the school day starts at this time. All children should be lined up on the playground at this time.

A copy of our attendance policy is available from the school office on request.

## **Miss Slot.**

***Miss Slot is well on the way to a full recovery and will be returning to school on Thursday 18<sup>th</sup> March. We all wish her a speedy recovery.***

## **Tokens.....**

***We are collecting both the Sainsbury's and Tesco vouchers, so please send in any you can. Thank you.***



## **Library Development.....**

***With the establishment of the new ICT suite we have lost part of our school library. Consequently, we have had to reorganise the space more effectively. The books that so many of you very kindly donated are currently waiting to be catalogued and put on shelves. We are also hoping to refurbish the library next term with new shelving and furniture. Ideally what I would like to be able to do is employ a school librarian. This is not possible at the moment but I would like to set up a group of willing parents to oversee and manage the library for us. Ms Liz Barling, one of our school parent Governors, is helping me with this project and we would be very keen to hear from any of you who could spare some time to help us. In the short term I would like to establish a parent/staff working party to develop and make the improvements we have in mind. If you would be willing to help in any way please email me directly at [Headteacher@seafordprimary.e-sussex.sch.uk](mailto:Headteacher@seafordprimary.e-sussex.sch.uk)***

## **New climbing frame for Key Stage 2.**

***This week I met with our MAD ladies and discussed the new frame for Key Stage 2. The picture here shows what it will look like. It is costing a considerable amount of money, the vast majority of it raised by MAD. The whole school community want to pass on their thanks to MAD for their continuing great work. We are all looking forward to seeing the new frame and having a chance to play on it! Thank you MAD.***

