



# MASON MOOR

## PRIMARY SCHOOL

Monday 18 July 2022

### Executive Headteacher - Introduction

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Dear Parents and Carers,

I am writing to formally introduce myself as the new Headteacher at Mason Moor Primary School. I officially take over in September and I am really looking forward to working with you and your child.

Currently I am the Headteacher at St. Mary's CE Primary in the city centre. Before that I worked for Ofsted (the inspectorate for schools in England) as one of Her Majesty's Inspectors, in London. I am an experienced Headteacher, with a particular skillset in supporting schools that need rapid support and intervention.

I am passionate about ensuring that every child receives the best education the school can offer and have been working hard with the staff to make some exciting changes to the school for September. These include:

- A brand-new curriculum for Science, Computing, Music, Art, Technology, Geography and History. (More details will be on our new website which will go live in September).
- Purchasing 30 virtual-reality headsets for our pupils to use to bring alive the curriculum at school. Pupils will use 'Class VR expeditions' to go on virtual trips and visits to countries all over the world and to step back in time. We will share lots of photos on our Facebook page in the coming months.
- Improving the educational visits and trips our pupils can experience. From September, all pupils will be taken on trips to ensure that we can bring our new curriculum to life. Every year group will have an annual trip to London.
- An improved weekly newsletter with highlights from each Year Group, providing information on our learning journey and experiences. Each Friday we will post 'Our Week In Pictures' which will showcase photographs of learning across the school.

### Uniform expectations

Pupils should be attending school each day in the school's agreed uniform. This is the **jumper or cardigan (dark navy blue), a white shirt or polo shirt and grey trousers or skirt**. I will be stringent about uniform – if pupils are dressed smartly for school every day, they are ready to learn!

I would urge parents to think carefully about where to purchase uniform from – **I do not expect parents to buy branded (logo) jumpers or t-shirts**. Supermarkets, in our local area, stock uniform that are perfectly suitable and are much cheaper to buy.

Pupils should wear black shoes. Trainers are not appropriate footwear and will be challenged.



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## Attendance expectations

**If your child is unwell, you must telephone the school on each day of absence.**

**Call: 023 8039 0140**

**Pupils are expected to attend daily – no excuses.** Parents of pupils who do not attend, will be telephoned. Our team will make house calls to collect pupils if necessary. Any parent of a child with an attendance below 95% will be formally invited to a meeting with the Headteacher and local authority in the Autumn Term. This will be a formal meeting where attendance targets are written and agreed.

**I will not authorise any term time absence.** Children who are persistently absent from school without a suitable reason will receive a fixed term penalty notice of £60 per day, per child. If this isn't paid within 21 days, the amount increases to £120. A reminder that parents may be prosecuted for absence. A copy of the Government's expectations can be found here: <https://www.gov.uk/school-attendance-absence/legal-action-to-enforce-school-attendance>

**We reward excellent attendance!** Pupils with 100% attendance will be rewarded with the following:



A termly raffle (for those with 100%) to **win a bike or scooter!**



**Certificate assembly**



**100% Party** – a choice of a movie (with popcorn/snacks), bouncy castle afternoon or a disco!

**Bike and scooter raffle.** Each term we will issue raffle tickets to pupils with 100% attendance, their name will be entered into the school raffle box and 3 will be rewarded with a bike or scooter each term in assembly.

**A termly 100% club party.** Children will have an afternoon out of class to enjoy a choice of: disco, movie and bouncy castle to congratulate and reward them for excellent attendance.

All you need to do is help to ensure that your child attends everyday! Some parents always ask me "What if they get sick?" – well the simple answer is: unless they are vomiting – send them in! We have trained first-aid staff to ensure that headaches, cramps, minor cold symptoms can all be looked after in school. We will keep you informed should your child's temperature raise or if they deteriorate.

In addition to fixed-term penalty notices for non-attendance, I would also remind you that persistent lateness (more than 7 lates in a term) will also prompt a fixed-term penalty notice. Therefore, it is absolutely important to make sure that your child is on-time every morning.



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### Parents and carer expectations

I will not tolerate any form of abuse or disrespect aimed at the staff at Mason Moor. Parents and carers will be issued with an initial warning, which could result in a site ban for a term. If you are banned from the site due to unacceptable behaviour, you will only be able to drop your child off at the school gates. This behaviour extends to posts on social media – Facebook, Instagram and twitter. Unpleasant messages of any kind will be followed up immediately. All my staff deserve to be treated with respect and courtesy.

### School renovation

I am pleased to tell you about the plans for the school in September:

- **Every classroom will have installed a new 'interactive screen'** to aid teachers in delivering lessons. Currently, teachers use a TV screen to present that doesn't allow them to model learning.
- **The entire school will be redecorated in the Autumn Term.** We are going to have a new colour scheme – blue and grey – and I look forward to showing you our new environments.
- **The website, school logo and branding is changing** – you will have noticed the new Mason Moor logo attached to this letter. Over the coming months our signage will be updated too!

In the new year, we will invite parents into school at the end of each term to 'Mason Moor Museum'. This will be a showcase of pupils' learning in all year groups, connected to our new curriculum. Homework and home learning will consist of a project to take 6 - 10 weeks. The project will be the display item for the Museum. We encourage parents to help and support. From September, we will also host a homework club where parents are invited to attend with their child. More details to follow.

### Meeting the new Headteacher

You will have received a copy of the term dates for the next academic year, on Thursday 1<sup>st</sup> September and Friday 2<sup>nd</sup> September, the school will have INSET (teacher training) to ready our staff for the new term. Pupil return on Monday 5<sup>th</sup> September. During the week beginning Monday 5<sup>th</sup> September – you will have the opportunity to meet me at the following times:

**Monday 5 September** 9am – School Hall

**Monday 5 September** 3pm – School Hall

I am aware that this is a lot of information – but I hope you can see that the plans are exciting and I look forward to working with you all.

Yours sincerely,

*DJ Constable-Phelps*

Mr D Constable-Phelps  
**Executive Headteacher**