



MANBY LODGE INFANT SCHOOL

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HEADTEACHER: MISS M. MORRIS

Headteacher Newsletter – 2023-24 - Number SIX - Friday 17th November 2023

Dear Parents

It is hard to believe that Christmas is on its way again so quickly. It's wonderful hearing children singing songs as they rehearse for their Christmas performances. I'm very much looking forward to seeing the children perform, all dressed up in their costumes, and I am sure that you are as well.

IMPORTANT – School Admissions

Please follow this link to make an application for younger siblings to join Manby Lodge in Reception from September next year or if your child is currently in Year 2:

[Primary school admissions are now open - Surrey County Council \(surreycc.gov.uk\)](https://www.surreycc.gov.uk/primary-school-admissions)

Parent Survey

I am including our Parent Survey Link again in this newsletter. Every year in the Autumn we conduct a Parent Survey. It helps us to understand your views on what we do well and what you think we could improve.

As last year the survey is online and can be accessed if you follow [this link](#).

Many of you take the time to thank us for the work we do with your child, especially when we have dealt with individual issues.

Please take the time to complete this Parent Survey!

Recruitment

We are still recruiting for a **School Crossing Patrol Officer** and we are also looking for a **Part-time HLTA (Higher Level Teaching Assistant)**. The advertisement for the School Crossing Patrol Officer is attached to this Newsletter or click on the link below for the Part-time HLTA role:

<https://www.eteach.com/job/higher-level-teaching-assistant-hlta-1381935>

If you can think of anyone who may be interested in either of these jobs, then please send them the advert! Thank you.

Anti-Bullying Week

This week the children have been learning about what is, and what isn't bullying, and what to do if they think they, or another child is being bullied. Talk to your child about what they have learnt this week. **Do you know what bullying actually means?**

If you haven't ever read it, you may find our school Anti-Bullying Policy useful. You can find it by clicking on this [link](#).

We take all allegations of bullying very seriously and we will listen to you if you or your child says that they are being bullied. If you have any questions about how we deal with bullying, please always speak to your child's class teacher in the first instance. You can also speak to the Year Group Leaders – Mrs Atkinson (Year R), Mrs Maxmilan (Year 1) or Mrs Hughes (Year 2). You could also speak to me or Mrs Saffer.

School Governors – A message from Dr Helen Russell, Chair of Governors

Here at Manby Lodge, like most other schools, there is a team of people working to ensure that Manby Lodge is the 'best we can be'. This team is called our Governing Body - and includes people with different perspectives - parent governors, a staff governor, and people from the local community.

We have 3 main roles:

1. **Provide a strategic view.** We have to think about the longer term aims...answering questions about how we can be even more effective in the next few years. Thinking about bigger projects, like redeveloping the garage, to enhance the school.
2. **Act as a critical friend.** This means we have to monitor and evaluate the school's effectiveness and provide some healthy challenge. We have to look how our children are doing as a whole and think about what is working and what could be even better.
3. **Ensure accountability.** Ultimately, we are accountable to pupils, parents and carers and we need to hold the school to account to ensure children make academic and personal developmental progress.

It's an important role to ensure that Manby Lodge gives a great education and experience for all the children passing through the doors, ensuring that we are 'the best we can be'.

However, you may not be aware that governors are all volunteers - we don't get paid for our time - but we do provide our skills and expertise to support the school.

You can find out more here and meet our Governors.

<https://www.manbylodge.co.uk/meet-our-governors/>

Reminder: Christmas Crafts Morning

On Tuesday 21st November we're looking forward to parents joining us in school to make Christmas Crafts with the children to decorate classrooms.

Timings are as follows:

Year R: 9.10 – 10am Year 1: 9.10 – 10.10am Year 2: 9.10 – 10.20am

There will be tea, coffee, and mince pies available in the Hall after your hard work.



Children in Need

Thank you for all your very kind donations for Children in Need today.

We will share the amount that we have collected for Children in Need very soon.

Have a good weekend.

Kind regards,

Miriam Morris