

Message from Mrs Ohene

Dear Parents and Carers,

Welcome to our first issue of, 'Elmtree Echo' our school newsletter. This will contain valuable updates and information for you all about school life and dates for your diary.

It has been wonderful to see the children back this week, full of energy and keen to learn! There have certainly been lots of smiles at the end of the school day.

I wanted to say a heartfelt thank you for the warm welcome from both staff and parents as the new Headteacher at Elmtree. I very much forward to a strong parent-school partnership with you all so that we can ensure the best outcomes for our children.

Elmtree is a wonderful community built on its values: Respect, Resilience, Inclusive, Curious, Ambitious.

This half term we will be focusing on our value of, 'Ambitious.' We have very high expectations for all our children here at Elmtree. With your support, we want our children to achieve their absolute best in every aspect of school life. Elmtree is an inclusive school where every child is inspired to achieve excellence and develop a passion for life-long learning.

Our staff spent two days considering our vision and values for Elmtree as well as learning more about children's emotions and behaviour. Children will now have access to a calm corner/ safe space area in their classroom if they need to regulate their emotions. This is one way we are committed to nurturing children . We want them to thrive in their time with us through a strong rapport with staff, a rich curriculum and wider opportunities that enable them to enjoy the spirit of childhood.

As we move forward, there are already different events coming up– please check diary dates at the end of the newsletter.

Wishing you a wonderful weekend.

Mrs Ohene



Together we reach for the stars



BRONZE: GOOD TRAVEL PLAN 2023



Elmtree Uniform

Elmtree School – KL Schoolwear

The following uniform is required to be worn in school at all times unless otherwise advised:

Red sweatshirt or red cardigan (with or without Elmtree logo)

White shirt or polo shirt (with or without Elmtree logo)

Grey trousers (long or short) or Grey skirt/tunic/culottes

Red and white summer dress or culottes

Socks - plain (grey or white) or tights (red, white or grey)

Shoes - sensible school shoes in black

PE Kit in PE Bag - Black jogging bottoms or red PE shorts, white round-necked PE t-shirt & black plimsolls

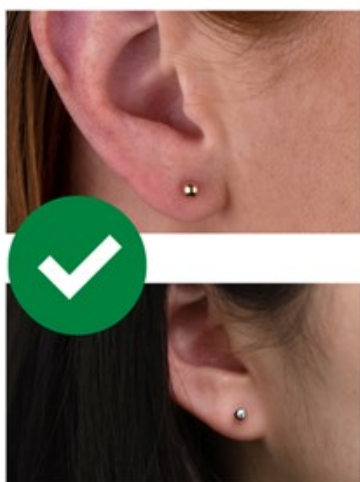
All items to be **clearly named** and **no jewellery** is to be worn in school please. Any stud earrings must be removed before school on PE Days or for any after school clubs. Please note that hooped or dangly earrings must not be worn in school.

Long hair should be tied back at all times.



Elmtree Uniform

Elmtree School – KL Schoolwear



Plain, small, stud, silver or gold coloured earrings



No loops, no drops, no precious (or non-precious) stones, no colours or shapes

Bookbag's only

NO BACKPACK'S



Attendance

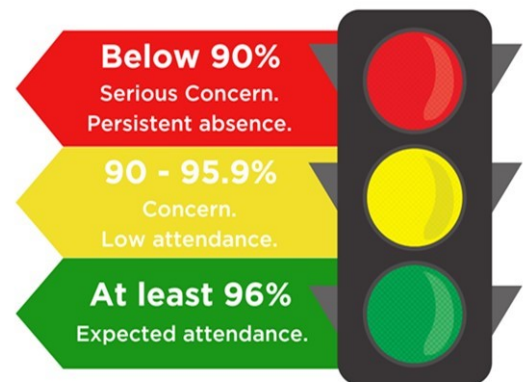
Regular school attendance and punctuality is essential if children are to achieve their full potential. Elmtree Infant and Nursery School believe that regular school attendance is the key to enabling children to maximise the educational opportunities available to them and become emotionally resilient, confident and competent adults who are able to realise their full potential and make a positive contribution to their community. Elmtree Infant and Nursery School values all pupils. As set out in this policy, we will work with families to identify the reasons for poor attendance and punctuality and try to resolve any difficulties together.

Authorised Absence

An absence is classified as authorised when a child has been away from school for a legitimate reason and the school has received notification from a parent or carer. For example, if a child has been unwell and the parent emails or telephones the school to explain the absence.

Unauthorised Absence

An absence is classified as unauthorised when a child is away from school without the permission of both the school and a parent. Therefore, the absence is unauthorised if a child is away from school without good reason, even with the support of a parent. This includes children who arrive after 9:00am, when registers close. These absences will affect the child's overall attendance record which is monitored by Bucks County Attendance Team and remains on their school file. Poor attendance and punctuality hugely affects a child's learning and progress.



Expected attendance means having no more than seven days off this school year!



Persistent Lateness and Punctuality

It is the duty of parents/carers to ensure that children attend school regularly and punctually. This encourages habits of good timekeeping and lessens any possible classroom disruption. School starts at 8:55am when the morning register is taken. Children may enter their classrooms from 8:45am when the school doors open. It is important to be on time, as the first few minutes of the school day are often used to give out instructions or organise the rest of the day. If a pupil misses this short but vital session, their work for the whole day may be affected. Late arrivals are disruptive to the whole class and often unsettling for the child. Parents who arrive after school doors are closed must bring their child into school through the main front door via the Office. Parents must give a reason for the lateness, which will be noted in the late record along with the number of minutes late. The child will be marked as 'L' (late) in the register.

Requests for Exceptional Leave of Absence

A minority of parents continue to cause disruption to their children's education by withdrawing them from school during term time for the purpose of a family holiday. Many of these parents mistakenly believe that they have a 10-day holiday 'entitlement'. Children of school age who are registered at a school must, by law, attend that school regularly for at least 96% of the time. Regular attendance is the best way of ensuring that a child makes the most of the educational opportunities which are available to them. Absence during term time, as a result of term time holiday, interrupts continuity of teaching and learning, disrupts the educational progress of individual children and creates disruption in schools. Elmtree Infant and Nursery School therefore strongly discourages holidays being taken in term time and will not authorise any term time holidays.



Sickness Policy

Infection	Exclusion period	Comments
Athlete's foot	None	Athlete's foot is not a serious condition. Treatment is recommended.
Chicken pox	Five days from onset of rash and all the lesions have crusted over	
Cold sores (herpes simplex)	None	Avoid kissing and contact with the sores. Cold sores are generally mild and heal without treatment.
Conjunctivitis	None	If an outbreak/cluster occurs, consult your local Health Protection Team (HPT).
Diarrhoea and vomiting	Whilst symptomatic and 48 hours after the last symptoms.	
Diphtheria *	Exclusion is essential. Always consult with your local HPT	Preventable by vaccination. Family contacts must be excluded until cleared to return by your local HPT.
Flu (influenza)	Until recovered	Report outbreaks to your local HPT.
Glandular fever	None	
Hand foot and mouth	None	Contact your local HPT, if large numbers of children are affected. Exclusion may be considered in some circumstances.
Head lice	None	Treatment recommended only when live lice seen.
Hepatitis A*	Exclude until seven days after onset of jaundice (or 7 days after symptom onset if no jaundice)	In an outbreak of hepatitis A, your local HPT will advise on control measures.
Hepatitis B*, C*, HIV	None	Hepatitis B and C and HIV are blood borne viruses that are not infectious through casual contact. Contact your local HPT for more advice.
Impetigo	Until lesions are crusted /healed or 48 hours after starting antibiotic treatment	Antibiotic treatment speeds healing and reduces the infectious period.
Measles*	Four days from onset of rash and recovered	Preventable by vaccination (2 doses of MMR). Promote MMR for all pupils and staff. Pregnant staff contacts should seek prompt advice from their GP.
Meningococcal meningitis*/ septicaemia*	Until recovered	Meningitis ACWY and B are preventable by vaccination (see national schedule @ www.nhs.uk). Your local HPT will advise on any action needed.
Meningitis* due to other bacteria	Until recovered	Hib and pneumococcal meningitis are preventable by vaccination (see national schedule @ www.nhs.uk) Your local HPT will advise on any action needed.
Meningitis viral*	None	Milder illness than bacterial meningitis. Siblings and other close contacts of a case need not be excluded.
MRSA	None	Good hygiene, in particular handwashing and environmental cleaning, are important to minimise spread. Contact your local HPT for more.
Mumps*	Five days after onset of swelling	Preventable by vaccination with 2 doses of MMR (see national schedule @ www.nhs.uk). Promote MMR for all pupils and staff.



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Sickness Policy

Infection	Exclusion period	Comments
Ringworm	Not usually required.	Treatment is needed.
Rubella (German measles)	Five days from onset of rash	Preventable by vaccination with 2 doses of MMR (see national schedule @ www.nhs.uk). Promote MMR for all pupils and staff. Pregnant staff contacts should seek prompt advice from their GP or midwife.
Scarlet fever	Exclude until 24hrs of appropriate antibiotic treatment completed	A person is infectious for 2-3 weeks, if antibiotics are not administered. In the event of two or more suspected cases, please contact local health care provider.
Scabies	Can return after first treatment	Household and close contacts require treatment at the same time.
Slapped cheek /Fifth disease/Parvo virus B19	None (once rash has developed)	Pregnant contacts of case should consult with their GP or midwife.
Threadworms	None	Treatment recommended for child & household.
Tonsillitis	None	There are many causes, but most cases are due to viruses and do not need an antibiotic treatment.
Tuberculosis (TB)	Always consult your local HPT BEFORE disseminating information to staff/parents/carers	Only pulmonary (lung) TB is infectious to others. Needs close, prolonged contact to spread.
Warts and verrucae	None	Verrucae should be covered in swimming pools, gyms and changing rooms.
Whooping cough (pertussis)*	Two days from starting antibiotic treatment, or 21 days from onset of symptoms if no antibiotics	Preventable by vaccination. After treatment, non-infectious coughing may continue for many weeks. Your local HPT will organise any contact tracing.

***denotes a notifiable disease. It is a statutory requirement that doctors report a notifiable disease to the proper officer of the local authority (usually a consultant in communicable disease control).**

The PHE guidance can be found here:-

<https://www.gov.uk/government/publications/health-protection-in-schools-and-other-childcare-facilities>



BRONZE: GOOD TRAVEL PLAN 2023



School Lunch

little green 
Kitchen

Little Green Kitchen

A specialist in education catering

*Wonderfully fresh food, perfect for kids,
made by people who really care.*

Freshly prepared

Lunches are prepared in our kitchen and delivered to school in time for lunch. They are displayed in willow baskets for a colourful and appetising display. The children can choose their own lunch from the buffet.

Everyone gets a colourful plate to fill up with their favourite sandwich, fruit, yogurt or cheese and veg.

There are three choices of sandwich filling everyday. The chicken and ham is cooked in our kitchen and sliced by us. The sandwiches/wraps/rolls are all available with or without butter.

The fruit and veg are washed and chopped in the morning so they are always delivered at their best.

Choices across the week

- Sandwiches, Rolls or Wraps with Cheese, Ham, Chicken or Tuna, vegetarian and vegan fillings are also available please email us for details
- Fromage Frais, Fruit, Natural Yogurt, Greek Yogurt or Babybels, Dairyless, and Cheddar sticks.
- Cucumber, Cherry Tomatoes, Carrots, Red, Yellow & Orange Peppers or Ricecakes, Breadsticks, Pretzels, Lentil or Quinoa Chips, Cheese & Crackers & Hummus.
- Seasonal Fruit including, Apples, Bananas, Satsumas, Pears, Plums, Nectarines, Peaches, Melon, Water Melon, Strawberries and Dried fruits including Raisins, Apricots, Apple and Sultanas
- Cakes or biscuits once a week on a Friday as a treat.

Food Intolerance & Allergies

We can provide lunch for children with food allergies and intolerance's. Please complete the Specific Diet Form included in this pack. All specific lunches are prepared separately and delivered in an individually named bag.



School Lunch

little green Kitchen

Please complete this form and return to the school office before half term, thank you.

School: Elm Tree School Year/Class: _____

First Name: _____

To help us prepare the best range of sandwiches/rolls for your class please let us know which fillings and bread types your child enjoys from the choices below. Without Butter sandwiches are individually named. Please tick which fillings and bread types you like to eat. If you have any queries at all please contact us, we are always happy to help.

I like these Sandwich fillings:

- Cheese
- Ham
- Roast Chicken
- Tuna Mayo
- Tuna & Sweetcorn
- Without butter please
- Other: _____

I like these Breads:

- White Bread
- 50/50 Bread
- Wholemeal Bread
- White Roll
- Wholemeal Roll
- White Wraps
- 50/50 Wraps

My lunch today?



If your child has an allergy or food intolerance please also complete the Specific Diet Form below

FOOD HYGIENE RATING: 5 VERY GOOD

77 Oak Tree Road Marlow SL7 3EU - www.littlegreenkitchen.uk
T: 07725 640800 - E: office@littlegreenkitchen.uk

You will have received one of these forms in your welcome packs, if you would like your child to receive school lunches then please do return the form to the office as soon as possible.

If you need a lunch form then please come to the school office.

Please note: we are a healthy school. Children should bring a healthy packed lunch if they are not having a school lunch— no treats (biscuits, chocolate/ chocolate spread, crisps, cakes).

Water or milk only for lunchtimes please.

Specific Diet Lunch Form

School: _____ Year: _____

First Name: _____

Halal Vegetarian Vegan Without Butter

Specific Lunches are sent into school in an individually named bag to ensure that your child's specific dietary needs are accommodated. Each lunch contains a sandwich with a filling from your selection above, fresh fruit, a "free from" yogurt or piece of cheese, fresh vegetables or rice cakes (or similar) and "free from" cakes or biscuits on a Friday as a treat.

Please complete tick the boxes below to indicate the allergen:

<input type="checkbox"/> Gluten	<input type="checkbox"/> Mustard	<input type="checkbox"/> Fish	Other: _____
<input type="checkbox"/> Eggs	<input type="checkbox"/> Sesame	<input type="checkbox"/> Peanut	
<input type="checkbox"/> Milk (Lactose)	<input type="checkbox"/> Celery	<input type="checkbox"/> Nuts	
<input type="checkbox"/> Milk (CMPA)	<input type="checkbox"/> Molluscs	<input type="checkbox"/> Sulphur Dioxide	
<input type="checkbox"/> Soya	<input type="checkbox"/> Crustaceans	<input type="checkbox"/> Lupin	

I like these:

- Carrots
- Cucumber
- Tomatoes
- Peppers
- Apples
- Oranges
- Bananas
- Pears
- Water Melon
- Melon
- Raisins
- Rice Cakes
- Corn Cakes
- Bread sticks
- Pretzels
- Quinoa Chips
- Lentil Chips

Please let us have as much information as possible regarding what your child usually eats. Eg: types of bread/wrap, which fillings they can eat. Also which type/ flavour of yogurt, please tell us what brands/foods you usually use at home, we will do our best to source the same. Please also let us know which foods your child will eat from the list of additional items we supply from the checklist on the right.

Gluten Free - We provide Gluten free bread, gluten free cakes and gluten free spread.
Egg Free - All items are checked for Egg products and Egg free cakes or biscuits are provided on a Friday
Milk Free - Dairy free spread, soy or coconut based alternative to yogurt, dairy free spread and cakes
Dairy free alternatives are provided eg: soya or coconut based yogurts, free from cakes and dairy free spread.
Nut Allergies - no cakes are given to children with Nut Allergies, biscuits are provided.
Vegan - We use Vegan Spread, Vegan Mayo, Soy or Coconut alternative to yogurt and Vegan Cakes





**NUT FREE
ZONE**

Road Safety

As we prioritize the safety of all our students, we kindly remind you to discuss road safety with your children.

Please encourage them to use designated crosswalks, wait for pedestrian signals, and look both ways before crossing the road.

Additionally, we ask all parents to drive slowly and attentively around the school area.

WALKING TO SCHOOL WOULD BE EVEN BETTER!

Together, we can ensure a safe environment for everyone!



Communications App



My Child at School app

A convenient way to stay connected with your child's school experience.

The app provides access to important information such as attendance, reports, timetables, and school messages.

To get started, please download the app from your app store and use the unique login details provided by the school.

If you need help or haven't received your login information, please contact the school office.

Thank you for staying engaged in your child's education!

A screenshot of the 'my child at school.com' login page. At the top is the logo. Below it is a blue button labeled 'PARENT LOGIN'. There are two input fields: 'Email' with an envelope icon and 'Password' with a lock icon. Below the password field is a checkbox for 'Remember Email Address'. To the right of the checkbox are links for 'Reset Password' and 'Sign Up'. A large blue 'Login' button is at the bottom. At the very bottom, it says 'v5.2023.8721.30501' and 'Powered by Bromcom'.

Autumn 1

Dates for the diary

- 9th September 9am Year 2 parents 'meet the team'
- 10th September 9am Year 1 parents 'meet the team'
- 11th September 9.15 am Reception parents 'meet the team'
- 12th September 9.15 / 2.30 Nursery parents 'meet the team'
- 13th September Celebration Assemblies start (9.15am)
- 13th September 2.30 - Meet Mrs Ohene in the school hall/ EFF uniform sale plus coffee and cake!
- 16th September 5-5.30pm Bug Club Promotion and Phonics Workshop for parents
- 25th September Harvest Donation Day
- 30th September Harvest Assembly
- 9th October New Reception tours 9.30am
- 10th October 5-5.30 EFF AGM
- 15th October School Photos
- 17th October New Reception tours 1.30pm / EFF fancy dress costume sale 3.00-3.30pm
- 21st – 25th October **Wonderful World week** (Me, My community, My world, Marvelous Me)
- 24th October Wonderful World Week international dress Mufti Day 3pm Cake sale
- 25th October Winning house team colour mufti day

Please do check your MCAS App for Autumn 1's Parent Curriculum



28th October – 1st November Half Term

