



Term 3 Week 3 Newsletter

Dear Families,

I have updated the School Calendar with a number of exciting events for Terms 3 and 4, as well as those later in the academic year. Please do make a note of all events and do ask your child's class teacher or a member of the Senior Leadership Team if you have any queries.

Please do ensure you log into Tapestry frequently (at least every week) to stay updated on your child's learning, photographs and homework. If you do not have access to Tapestry, please do speak with your child's class teacher.

Throat Lozenges/Medicines

We have noticed a small number of children bringing throat lozenges into school. Please note, these are only permitted with signed parental consent as per our Supporting Pupil With Medical Conditions Policy:

- With parental written consent, we will administer non-prescription medication where it is deemed as essential to a child's health and wellbeing (with the exception of aspirin or aspirin containing medicines, unless they are prescribed by a doctor). Medication, e.g. for pain relief, should never be administered without first checking the age-appropriate dosage, maximum dosage and when the previous dose was taken. Parents will be informed when the medication is collected at the end of each day and it will be recorded on Arbor.*
- Where clinically possible, medicines should be prescribed in dose frequencies which enable them to be taken outside school hours;*
- We will only accept prescribed medicines, with written permission from parent/carer that are in-date, labelled, provided in the original container (as dispensed by a pharmacist) and include instructions for administration, dosage and storage. The exception to this is insulin which must be in-date, but will generally be available to schools inside an insulin pen or a pump, rather than its original container;*
- It is essential parents bring in medicines to school for a primary aged child. Medicine must be handed to the School Secretary as soon as the pupil arrives at school.*
- The parents must make arrangements for emergency medication to be available on the journey to and from school.*
- All medicines will be stored safely in the School Office. All non-emergency medication will be kept in a locked cupboard used only for that purpose. Some medicines need to be refrigerated. These may only be kept in a refrigerator containing food if they are in an airtight container, clearly labelled and separated from food. There is restricted access to a refrigerator holding medicines.*

Food Sharing - Break and Lunchtimes

As a gentle reminder, we ask that children do not share food with one another at any time during the school day. This helps to ensure parents and carers can monitor what their child is eating and allows for continuing good manners without pressuring peers. It is especially important for keeping everyone safe due to food allergies. Please do remind your child they must not share food with one another and if they are asked to do so, to speak to an adult immediately. Thank you.

Young Artists' Summer Show - Royal Academy of Arts

We are delighted to participate in the Young Artists Summer Show again this year, through the Royal Academy of Arts. Registration and submissions are now open to the Young Artists' Summer Show, the online and onsite exhibition at the Royal Academy of Arts, featuring work by artists aged 4-18. Find out more and get involved by visiting [Young Artists' Summer Show | Royal Academy](#) The Summer Show is free for parents/carers to enter your child's work but please do submit all pieces by Wednesday, 4th March at 5pm.

Help needed

Would any parent/carer have/have access to mobile scaffolding? We need to use some scaffolding to access the curtain rails and re-position some of the ceiling tiles in the Hall. If you are able to help, please do email bursar@westernroad.e-sussex.sch.uk - we would be very grateful!

Heating and Clothing

The heating is on each day and it will continue to be on to warm up the building before the children are on site and after lunch. Each day, we assess the building and site for safety and in case the heating needs to be on a bit more than usual. As we ask every day, all children should be appropriately dressed for the weather and bring in a suitable coat (not hoodie) each day, along with hat/scarf/gloves as necessary. This helps to ensure the children are well prepared for break and lunchtimes (alongside learning environment time in EYFS and Key Stage 1) and means they can enjoy the fresh air each day. Children should continue to wear their usual black/blue

school shoes/trainers during the day but can bring these to change into from wellies/snow boots each morning.

Children should continue to wear their PE kits/plimsolls/trainers as usual on PE days (not boots/wellies/snow boots). Please ensure ALL items are clearly named to prevent lost items.

Punctuality

The gates open at 8.40am and close at 8.50am - any child arriving after this time must be signed in at the School Office, in-line with our health and safety and attendance policies. Each morning, there are members of staff to greet the children at the white gate (EYFS, Year 1 and Year 2) and the green gate (Years 3 - 6) so please do let them know if you have any brief messages. You can also email the School Office (office@westernroad.e-sussex.sch.uk) if you have a message for the class team or if your child has different arrangements for collection. As we are now in Term 3, we expect the younger children to walk through the white gate by themselves and wave to you from the EYFS gate/classroom step.

Term 3 School Value - Courageous

Our school value for Term 3 is 'Courageous' and we will celebrate examples of it this term. If your child has shown particular courage, please do email me (head@westernroad.e-sussex.sch.uk) so we congratulate them and share their examples with our school community!

Best wishes,

Irèna Wooler

Headteacher

We are a pine nut, nut and sesame-free school



Please remember that we are a pine nut and nut-free and sesame-free school due to some children having severe allergies. It is imperative you do not send your child to school with any items that contain or may contain pine nuts, nuts and/or sesame seeds. Those items will be removed from your child and returned at the end of the school day to ensure the safety of those with allergies. Thank you.

Healthy snacks / lunches



Please ensure your child brings in only fruit/vegetables OR a healthy cereal bar (we are a nut, pine nut and sesame-free school) OR bread sticks OR rice cakes. The Government also provide free fruit/vegetables for EYFS/Years 1-2 daily too.

We have noticed a number of children bringing crisps to school for their breaktime snack. These are not permitted so please ensure your child has an alternative (as above). We have also shared this with all children during our whole school assembly. Thank you for your support.

Equality, Diversity and Inclusion - Global Citizens Project



At Western Road, we are proud to be a community that reaches far and wide. Each of our families brings with them stories, traditions, and connections that make our school a richer and more vibrant place.

This year, we are launching a **Global Citizens Project** to celebrate the many links we all have across the globe. Whether through family heritage, places we have lived, languages spoken at home, or experiences in the UK or abroad, we want to highlight the ways our community is connected to the wider world, beyond Lewes. We all need a sense of belonging. When we share our stories and learn from each other, we not only strengthen our sense of community but also help our children grow as open-minded, compassionate global citizens

School Car Park and Safety - are you doing your bit?

Unfortunately we have noticed a number of vehicles parked unsafely around the school entrance. Please DO NOT park on the double yellow lines outside the school. It is hugely dangerous, obscuring places for children to cross the road safely and cutting off lines of sight for other drivers.

As part of being a healthy school, we encourage all families (where possible) to walk/cycle/scoot to and from school each day.

If you are choosing to park your car in the school car park during the day (for example to visit the Grange after school), please ensure you pay to park using the **PayByPhone app, location 807542.**

The money raised by the car park contributes to vitally-needed school funding for both Western Road and Southover schools. Thank you for your support!

Please do not park on the yellow hatched area in the car park AT ANY TIME. By keeping the area clear, it allows for emergency vehicles to have immediate, necessary access to the school site.

Reminder - Peripatetic teachers at Western Road



It was noted in Parent Forum that there are a number of families who would like to know more about peripatetic music lessons, please do contact the following for more information:

Russ Robinson (violin) Russrobinsonviolin@outlook.com

[Create Music | Brighton Dome](#) (piano, keyboard, flute, singing)

Tom Cheek (guitar) [Welcome | Guitar Clubs | East & West Sussex](#)

Reminder - Online Safety Information



As part of our safeguarding and child protection procedures and the National Curriculum, we continue to teach children the importance on staying safe online and what to do if they see something inappropriate. The National College have produced a range of information pieces that may be helpful for you in supporting your child to use the internet safely. Please use this link [Library | The National College](#) and click on download to access any of the articles.

If you are concerned about your child's use of the internet, please do speak with your child's class teacher in the first instance. Thank you.

School Calendar



The dates below are also on Arbor for your child's year group/whole school events.

All dates added since the last Newsletter are in italic.

Term 3

Year 5/6 Swimming continues each Tuesday until the end of Term 4.

Week 3

Tuesday, 20th January

EYFS - Company of Critters visit (classroom)

Wednesday, 21st January

University of Brighton PGCE students (Years 2, 4 and 5) begin placements until the end of Term 4

Week 4

Wednesday, 28th January

9am Celebration Assembly

Year 3 to Brighton Museum

Week 5

Thursday, 5th February

2pm Parent Forum

Week 6

Monday, 9th February

Chartwells healthy foods workshops (more details to follow)

Year 6 Football League (after school)

Tuesday, 10th February

Year 4 - Zoolab visit (classroom)

Internet Safety Day

Chartwells healthy foods workshops (more details to follow)

Wednesday, 11th February

Year 5 trip to Battle Abbey

9am Celebration Assembly

Year 1/2 Diwali Day

Friday, 13th February

3.15pm End of Term 3

Looking ahead:**Term 4**

Tuesday, 3rd March 3.30pm - 6.30pm Parents' Evening

Thursday, 12th March 4.30pm - 7.30pm Parents' Evening, including appointments with Mrs Bedford (SENCo)

Monday, 16th March Year 6 Football League (after school)

Monday, 23rd March Year 6 Football League (after school)

Tuesday, 24th March Year 5 trip to Brighton Synagogue

Term 5

Tuesday, 14th April NHS EYFS vision and measuring check

Monday, 20th April Year 1, 3 and 5 African Drumming Workshops

Monday, 11th May - Thursday, 14th May Year 6 SATS Week

Friday, 15th May - Year 6 Bowling trip

Monday, 18th May - Wednesday, 20th May Year 6 Bowles Residential trip

Term 6

Monday, 1st June INSET Day (5), school closed

Tuesday, 2nd June - Friday, 12th June Year 4 Multiplication Checks

Monday, 8th June - Friday, 12th June Year 1 and 2 Phonics Screening Week

Thursday, 18th June Years 3 - 6 District Sports (date to be confirmed)

Tuesday, 30th June Year 6 transition day to Priory School

Wednesday, 1st July and Tuesday, 2nd July Patina artist (Sandrine) in Year 6

Friday, 3rd July Year 6 Patina

Friday, 10th July Sports Day

Tuesday, 14th July Year 6 end of year dress rehearsals for the school

Wednesday, 15th July 6pm Year 6 end of year performance

Friday, 17th July Sports Day reserve day; reports out to families

*Wednesday, 22nd July 9.15am Year 6 Leavers' Assembly; **1.15pm finish for all***

Attendance and Punctuality



In August 2024, the Government published the statutory guidance on attendance. As per the guidance, parents and carers are expected to:

Ensure their child attends every day the school is open except when a statutory reason applies;

Notify the school as soon as possible when their child has to be unexpectedly absent (e.g. sickness);

Only request leave of absence in exceptional circumstances and do so in advance;

Book any medical appointments around the school day where possible.

Please ensure your child arrives at school on time - the gates open at 8.40am and close at 8.50am. Any child arriving after this time must be signed in at the School Office, as per our health and safety and attendance policies.

[Trips and Enrichment Activities](#)



Please be aware that any shortfalls from trips/enrichment activities is very kindly covered by FWR. Please do make voluntary donations for your child's trips/enrichment activities if you are able to do so. Thank you very much for your support.

Reminder - Lewes Foodbank Donations



We continue to support the Foodbank this year and Debbie Twitchen has asked that we focus on collecting tinned products: meat, fish, tomatoes, vegetables and pulses. They also ask that we donate children's drinks and snacks too.

Please do bring any donations to the School Office and we will arrange for a delivery this term.

Thank you in advance.

Reminder - Message from the Bursar, Sarah Clifford

The price for a two-course Chartwells school meal from September 2025 is £3.06.

It is important for all those with KS1 pupils to participate in the main two Census Days to maximise the funding available to you. We also encourage you to take advantage of the free added-value opportunities available, such as themed workshops, parent open days, and lunchtime taster pots.

Please ensure your ParentPay accounts for dinner money are cleared at the end of each week, or (ideally) are in credit by a small amount. School dinners cost £3.06 per day for children in Years 3 - 6.

Children under 5 are entitled to free school milk each day, given at morning snack time (this is in addition to milk given to children who have school lunches). If you would like your child to receive milk, either as they are under 5 or at an additional cost, please do visit <https://www.coolmilk.com/parents/> for more information and to register your child.

If you think your child might be entitled to **Free School Meals** (regardless of their age) through the **Pupil Premium Grant**, please do look at <https://www.eastsussex.gov.uk/education-learning/schools/school-life/school-meals/free-school-meals> for more information. If your child is entitled to Free School Meals and/or the Pupil Premium Grant, the school will receive additional funding to support them with their learning and enrichment activities.

All school trips and school-run clubs (for example Sewing Club) through Arbor so please do make sure you are able to login. We will continue to use ParentPay for Chartwells payments.

Please do speak with me, Sarah Clifford, or email me bursar@westernroad.e-sussex.sch.uk if you have any queries. Thank you.

Reminder - Bikes and scooters



Please ensure your child collects their bikes/scooters at the end of each school day. There are a number of bikes and scooters that have been in the bike shed for some time and I'm sure they are missed at home! If you would like to check the bike shed for any missing bike/scooter, please do speak with a member of staff at the white gate at drop-off or pick-up.

Reminder - football kits (Thursdays)



Children who attend Albion In The Community after-school club on Thursdays should come to school in their usual school uniform and school shoes/plain black trainers. The football coaches arrive with plenty of time to supervise the children getting changed into their kits before the

club starts at 3.15pm. Please ensure all kit (including boots, shin pads etc) are clearly named. Thank you.

Reminder: Child Protection and Safeguarding



At Western Road Community Primary, all staff take child protection and safeguarding children very seriously, both in person and online. All staff have been trained in Safeguarding and Child Protection. If you have any concerns about a child's well-being, bullying or e-safety, please contact the Designated Safeguarding Leads (DLSs): Mrs Hamilton, Mrs Bedford, Mrs Bishop or Mrs Wooler.

During Assemblies, we have reminded all children that if they are worried or anxious at any time, they can talk to any trusted adult in school and who the DSLs are too. Classrooms also have worry boxes which are checked regularly where children can write/draw their worries, either anonymously or named so staff know to speak to the class and/or individuals.

As a school we are also part of Operation Encompass which is a police and education early information safeguarding partnership enabling schools to offer immediate support to children experiencing domestic abuse. Operation Encompass ensures that there is a simple telephone call or notification to a school's trained Designated Safeguarding Lead /Officer (known as key

Adult) prior to the start of the next school day after an incident of police attended domestic abuse where there are children related to either of the adult parties involved. Information is shared with a school's Key Adult (Designated Safeguarding Lead or Officer) prior to the start of the next school day after officers have attended a domestic abuse incident. This sharing of information enables appropriate support to be given, dependent upon the needs and wishes of the child. To find out more information, please see: <https://www.operationencompass.org/>

Family First is changing how the support children and families in East Sussex; helping earlier before problems escalate. Please do use the consultation line (**01323 464655**) for early help and guidance. The service is open:

Monday - Thursday 8.30am - 5.00pm

Friday 8.30am - 4.30pm

Reminder: Health Service



We are pleased to be part of East Sussex Health Group. East Sussex Schools Health Service is a team of public health practitioners, led by school nurses who work with children, young people aged between four and 19 and their families. **They provide support and advice for a variety of physical, sexual and emotional health and wellbeing issues, and will refer to specialised services when needed.**

For full details about the service they offer please visit the website:
www.kentcht.nhs.uk/service/school-health/school-health-service-east-sussex/

How can you use the service?

- Contact the School Health One Point on **0300 123 4062**, available Monday to Friday from 8:30am to 5pm

- Make a referral online at
- Visit the School Health virtual drop-in, Mondays and Thursdays 10am to 3pm and 6pm to 9pm at <https://nhs.vc/east-sussex-school-health> They can offer support and advice to children, young people and families virtually, face to face or via the phone as well as brief interventions and packages of care where appropriate.

Western Road Community Primary School



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East Sussex

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01273 473013

<http://www.westernroad.e-sussex.sch.uk>

Headteacher: Irène Wooler

Deputy Headteacher: Rea Hamilton

SENCo: Kerry Bedford (Wednesday - Thursday)

Western Road Community Primary School is a nurturing, creative community where everyone can flourish.