Dear Parents/Carers

Welcome back. We hope you all had a lovely summer. It has been wonderful to see the children return to school so positively.
A very warm welcome to our new Nursery and Reception families, and to all children who have joined us this week.

**Leadership update - IMPORTANT**
As many of you will be aware, Miss Sweeting also holds a national role within Oasis, which means she is in the Academy for part of the week.
This academic year, Miss Sweeting will be taking on additional days in this national role and will therefore be in school one day each week.
Mr Foster will therefore be Acting Principal for this academic year. Miss Sweeting will continue to have oversight of the Academy, while Mr Foster will lead the day-to-day running of the school.

**Staffing**
As mentioned in our last newsletter, we have a number of new staff who started with us this week. We would like to wish them a warm welcome.
Mr Smith is the new class teacher for Year 3.
Mr Taylor is the new HLTA supporting in Year 6.
Miss Muldowney is an Apprentice Teaching Assistant in Year 2.
Miss Lee is an Apprentice Teaching Assistant working across Year 4 and 5

**School Reminders**
Please ensure your child brings a labelled water bottle and book bag to school each day. These are needed to carry iPads and reading books safely to and from school. Please also label all uniform and PE kit with your child's name and class so any misplaced items can be returned quickly.

Teachers will use ClassDojo for class messages and reminders. Please note that ClassDojo will only be monitored between 8.00am and 4.30pm each school day. The office will use MCAS to send letters and important correspondence, so please make sure we have your correct email address and phone number. All parents and carers should have the MCAS app, which is used for booking breakfast club, after-school club and trips. You can also use MCAS to view the school calendar, your child's attendance and behaviour information. If you need support with MCAS, please speak to the school office.

**Uniform**
Please ensure your child wears the correct uniform each day. Children may wear black shoes or black trainers. Jewellery is not permitted, except for stud earrings and a watch. Hair should be tied back on PE days. On PE days, children may come to school in their PE kit: black or blue shorts and a plain white T-shirt. In colder weather, they may wear a plain tracksuit over the top.

**Horizons iPad Scheme**
As set out in the home-school agreement, charges apply if your child's iPad, case or charger is lost or damaged. These charges are set by Oasis Community Learning:

Damaged iPad: £100
Lost iPad: £239
Lost or damaged case: £56.50
Lost or damaged charger: £13.70

**School Dinners**
Nursery and Years 3–6 school dinners cost £13.70 per week and must be paid in advance through MCAS. If payment has not been made after three days, your child will need to bring a packed lunch until the arrears are cleared.

**Attendance – including penalty notice changes**
If your child is absent, please telephone the school office from 8.00am and speak to Miss Schofield or Miss McPhillips. Absence must be reported every day; please do not leave a message. Children arriving between 8.45am and 9.15am will receive an L mark. Children arriving after 9.15am will receive a U mark. Ten U marks may result in a fixed penalty notice. Holidays cannot be taken during term time. Punctuality is extremely important, late children miss important learning and the start of lessons. If your child is late you will automatically receive a text message informing you of how many minutes, they are late. All children must be in school before the gates close at 8.45am. Year 6 children start at 8.30am, we encourage the rest of the school to be here when the gates open at 8.35am.

**Breakfast and Afterschool Club**
Breakfast Club opens at 8.00am. Entry closes at 8.20am so children have time to eat before being taken to class at 8.35am. After-School Club closes at 5.45pm. This year, children booked into After-School Club until 4.30pm will be charged the reduced rate of £4.50, or £3 for a sibling attending at the same time. Children not collected by 4.30pm will be charged the full session cost plus a late collection fee.

All Breakfast Club and After-School Club places must be booked and paid for before the session starts. Children will not be admitted unless a place has been pre-booked and payment has been received. Breakfast Club is free but MUST be booked in advance. After-School Club costs £7.00, or £4.00 for siblings attending together, again this must be booked in advance.

**Parent Welcome Meetings**
Welcome meetings for parents and carers in Years 1–6 will take place from 3.30pm to 4.00pm on the following dates:

Year 1: Wednesday 9th September
Year 2: Wednesday 9th September
Year 3: Tuesday 8th September
Year 4: Monday 7th September
Year 5: Monday 7th September
Year 6: Tuesday 8th September
These meetings are a chance to meet your child's new class teacher, ask questions and hear key information for the year ahead.

**School Communication**
Good communication between school and home is very important. To help us respond to queries and concerns as effectively as possible, please follow the process below.
ClassDojo is used for whole-school and class messages. Please check it regularly so you do not miss important updates or reminders.

If you have a concern, please speak to your child's class teacher in the first instance. If the issue remains unresolved, please contact the relevant phase leader:

- Miss Cairns for Nursery and Reception
- Mrs Thompson for Years 1-6

If the issue is still not resolved, please arrange to speak to Mr Foster. To request an appointment with a phase leader or Mr Foster, please contact the Academy office, and a member of staff will pass on your request. As school days are very busy, we may not always be able to respond immediately. Staff will aim to respond within three working days. If you have not heard back after this time, please contact the office.

**First Aid**

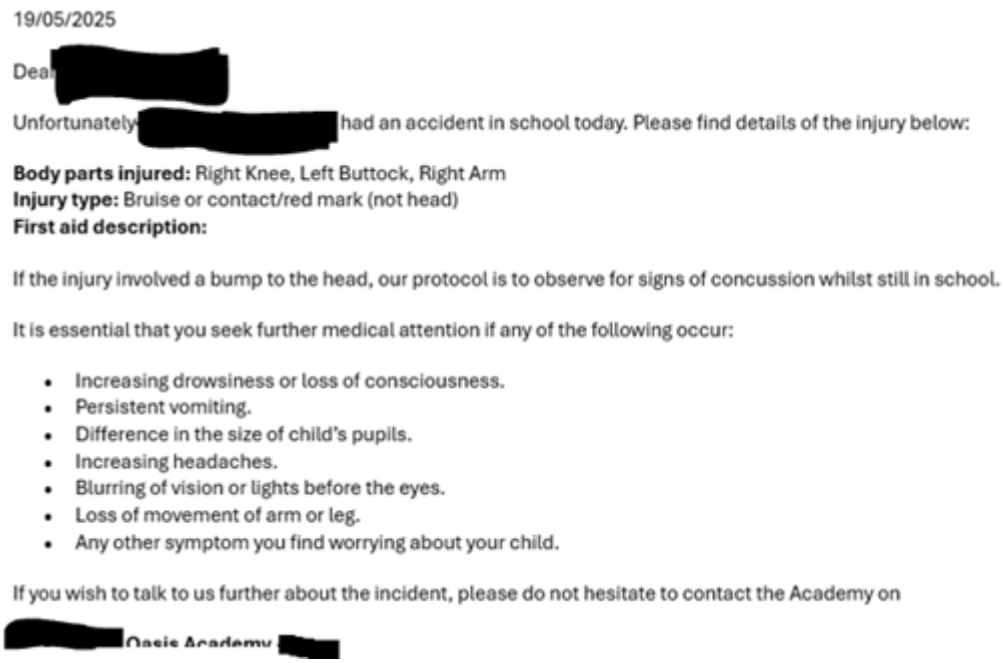
At Oasis Community Learning, we record all accidents to meet regulatory requirements, review preventable incidents and keep a clear record of any first aid provided.

We use an incident reporting system that allows us to notify parents and carers by email if their child has had an accident at school. These emails are for information only and help you continue care at home. Receiving an email does not mean you need to contact school or collect your child.

If an injury or illness means your child needs to be collected during the school day, we will continue to contact you by telephone.

Emails will be sent directly from no-reply@oasisaspinal.org to those with parental responsibility. Please ensure your email address is up to date on MCAS.

Please see the example below for what this email will look like.



19/05/2025

Dear [redacted]

Unfortunately [redacted] had an accident in school today. Please find details of the injury below:

**Body parts injured:** Right Knee, Left Buttock, Right Arm
**Injury type:** Bruise or contact/red mark (not head)
**First aid description:**

If the injury involved a bump to the head, our protocol is to observe for signs of concussion whilst still in school.

It is essential that you seek further medical attention if any of the following occur:

- Increasing drowsiness or loss of consciousness.
- Persistent vomiting.
- Difference in the size of child's pupils.
- Increasing headaches.
- Blurring of vision or lights before the eyes.
- Loss of movement of arm or leg.
- Any other symptom you find worrying about your child.

If you wish to talk to us further about the incident, please do not hesitate to contact the Academy on

[redacted] Oasis Academy [redacted]

**If you have any questions, please contact the school office.**

Thank you for your continued support. We look forward to another fantastic year at Aspinal.

Yours sincerely

Sweeting

**Principal - Miss Angela Sweeting**
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Angela Sweeting, Principal

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