



Friday 11th September 2020

Dear parents and carers,

Helping our children to settle back into school life, including understanding our new rules and expectations, has been our priority over the past week. Although there have been some changes for the children, it is clear they have adjusted well to the changes and are enjoying being back in school with their teachers and friends. We will continue to embed expectations over the coming weeks so they become completely routine for the children. Everyone in our school community is adjusting to this new way of working and I would like to thank you for your patience and support in helping us manage these changes in school.

I know that you understand our focus must be on the children at this time, however, I am also aware that as parents your contact with school has been impacted by the risk assessment we are working with. As I currently cannot host our usual Meet with the Head session at the start of term, I am offering four virtual meetings on Monday 21st September and four on Monday 28th September (please see times below).

You will be able to book the Meet with the Head session you want, via Magic Booking. This will go live Monday 14th September at 6.30pm. Each session can accommodate 9 parents and places will be allocated on a first come first serve basis. You will then receive an invitation to attend the session which will take place via Microsoft Teams. This invitation will be sent to the email address you have submitted to Magic Booking.

Virtual Meet with the Head

As with all Meet with the Head gatherings, they are an open forum to discuss ways in which we can positively work to improve our school going forward. I am, of course, open to discussing issues that are important to you but from the school's point of view, at this present time, it would be most useful to discuss the communication between school and home. If you would like to discuss a specific concern relating to your child, please do contact Kirsty Underwood at headpa@philandjim.org.uk who can arrange a telephone meeting or virtual Teams meeting.

Meet with the Head Monday 21st September

Session 1: 9.30am-10.00 am
Session 2: 10.15am- 10.45am
Session 3: 11.00am- 11.30am
Session 4: 11.45am-12.15pm

Meet with the Head Monday 28th September

Session 1: 4.45pm-5.15pm
Session 2: 5.30pm-6.00pm
Session 3: 6.15pm-6.45pm
Session 4: 7.00pm-7.30pm

Curriculum Evenings

At the start of each academic year, we host curriculum evenings for each year group. As this cannot happen this year, teachers have posted their presentations about the curriculum on their class pages:

Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
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Parent/ teacher consultations for children in Year 1-Year 6

This term we are holding our parent teacher consultations remotely on Tuesday 6th October and Thursday 8th October.

For children in EYFS you will have your meeting Tuesday 20th and Thursday 22nd October.

For parents of Year 1- Year 6 pupils, you will be able to request the time slot you want via a ParentMail form which will be sent to you on Wednesday 16th September at approximately 6.30pm. The form will close on Friday 25th September at midday. During the week of 28th September you will be sent an email from Microsoft Team Meetings to join your child's parent/ teacher consultation via Microsoft Teams.

For parents in EYFS, you will be able to book in two weeks later via the same process. We will contact you again closer to that time.

ClassDojo

It has been great to see that so many of you have managed to log onto your ClassDojo account.

At Phil and Jim we have been using ClassDojo within school for the past 2 years to record house points for our children. We are now using it to set and receive homework. This will give you the opportunity to familiarise yourselves with the platform, as this will be our means of communicating with children and setting home learning if we have to close a Year group bubble or go into a local lockdown due to Covid.

We take this opportunity to remind you what ClassDojo must not be used for:

- Communicating messages to the class teacher; these must go through the office
- Replacement of absence notes: an email or telephone call to the school office is required
- Enquiries about classroom or playground incidents. These must be communicated with school in the usual way.
- A replacement for parent-teacher meeting
- Complaints; these must be communicated with school in the usual way

More information can be found in our [Class Dojo Policy](#).

Please note that, as is usual practise, if a child is off sick (e.g. a cold), school will not send home learning via Class Dojo.

Reminder- Medical Information about your child

The office team are in the process of updating the medical information we hold about pupils in school. If your child has an inhaler or epi pen already in school, you will have been sent a ParentMail asking you to complete an updated Request for School to Administer Medication form; please can you ensure that this form is completed and returned to the school office as soon as possible.

If your child is well enough to attend school but has been prescribed medication that must be administered by school staff, please complete [Request For School To Administer Medication form](#) found on our website and return the form to Mrs Lisa Smith at admissions@ss-philip-and-james.oxon.sch.uk . Please do not give the medication to your child to bring into school, but hand it in to the school office so staff can store it safely. Medication will only be accepted by us if it is prescribed, in-date, labelled and provided in the original container as dispensed by a pharmacist. The only exception to this is insulin, which must be in date, but will generally be available inside an insulin pen or pump, rather than its original container. Medicines must include instructions for administration, dosage and storage. For further information, please see our [First Aid and Administering Medication Policy](#).



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Illness

A couple of parents have asked for a bit more guidance over illnesses and when to keep children at home from school.

- If your child, or any member of your household, has any of these symptoms: a fever, a new continuous cough and/or a loss of taste or smell you must stay at home (this is the whole household) and arrange for a Covid test. Please then leave a message on the answerphone or email admissions@ss-philip-and-james.oxon.sch.uk to confirm that you are arranging or have booked a test.
- If you are certain that your child doesn't have any of these symptoms and they are well enough for school, then they should come to school.
- If your child is too unwell for school but you are certain they don't have any Covid symptoms, please let us know in the normal way and make it clear in the message that they don't have Covid symptoms.

We are sharing the guidance that we have been given, but you know your child best so do get some medical advice if you are at all unsure.

Nut free school

We have a number of children in school who have a serious nut allergy. Everyone has been brilliant at not bringing nuts into school, however this week we have had a few cases of children bringing in items of food containing nuts, such as cereal bars and pesto. If staff see foods containing nuts in lunchboxes, they will remove the item to ensure it is safely away from anyone with an allergy and contact parents. We will, of course, ensure the child has enough to eat. Thank you for your support with this matter.

Solar Panels

Take a look at our new [solar panels](#) which were installed over the summer holidays.

Individual photos 23rd September – cancelled

Unfortunately, we are not able to accommodate Tempest this term to take individual photographs of pupils. We apologise for any inconvenience this may cause.

Yours sincerely,

Sarah Awuye
Headteacher

Gov.uk and Department for Education (DfE) updates

01.09.2020 Information for [parents and carers](#) about schools in the autumn term

[NHS symptoms of coronavirus](#)



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Autumn Term dates

September 2020 dates for your diary	
Year 4 Roman Visit	Friday 2 nd October
Year 5 Viking visit	Tuesday 22 nd September
INSET day- school closed for pupils	Friday 23 rd October
Half Term	Monday 26 th October- Friday 30 th October
INSET day- school closed for pupils	Monday 2 nd November
End of Autumn Term	Friday 18 th December 1.30pm
INSET day- school closed for pupils	Monday 4 th January 2021
Start of Spring Term	Tuesday 5 th January

PTA NEWS

Welcome back, Phil and Jim's! We are thrilled to finally see the whole school back together. This year will bring some huge challenges to our community, but we also know that it will give us an opportunity to find new and more creative ways to support one another. We have made some tentative plans which we hope to share very soon.

To start the year, however, we will hold a Virtual AGM. If you want to learn more about the school and get involved, please come! This will be held over zoom on Thursday, 24 September at 19:30. We will send the zoom link out the week of the meeting. If you are interested in joining the PTA committee, we are recruiting for three roles:

- Secretary - this person takes minutes at all PTA meetings and ensures that written record is available on our website
- Class Representative Coordinator - this person organises and supports the class representatives and helps to plan activities to support individual classes
- Sponsorship Coordinator - this person finds businesses to financially support school/PTA activities and acts as a liaison between the school and the wider community

If you are interested in one of these roles or in joining the PTA, please reach out to us...in person, at the AGM, or through the PTA email: contact@philandjimspta.org

The primary way the PTA communicates to school families is through CLASSLIST

(<https://classlist.page.link/uV1wZtGDfB54PQbBA>)

Please join if you haven't done so already - the app allows parents to send messages within class groups and to the whole school. We do not send official communication through WhatsApp groups or individual parent messaging.

We have a website: www.philandjimspta.org which is also linked to the main school webpage.

Wishing you all the best,
Jacqueline Morrison and Sara Tindall, co-chairs



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Community

**OXFORD
OPEN
DOORS**

**12 and 13
September 2020**

This year **Oxford Open Doors** goes online.

We have a **virtual programme**
of **talks, exhibitions and tours**
of some of Oxford's
wonderful places over the
weekend.

Find out more at
www.oxfordpreservation.org.uk/content/oxford-open-doors

Highlights include **Oxford Castle & Prison videos**.

In addition, some **outdoor green spaces** are also open during the weekend, although booking is **essential**.

[Check out our website](#)