



# Avondale Preparatory School

*Ignite Your Purpose, Become Your Potential*

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**Co-Headteachers: Mrs Georgina Barrington-Tolan and Mrs Celina Rae**

Wednesday 21<sup>st</sup> August 2024

Dear Parents,

We hope you have had a wonderful summer break, enjoying some well-earned rest and relaxation, and are feeling refreshed and ready for the new school year.

We would also like to extend a warm welcome to the new families joining Avondale this term, we are excited to collaborate with you in the weeks and terms ahead. In our upcoming letter, we will be sharing important details for the new term, and we encourage you to read through it carefully to prepare for the start of the year.

Below is a summary of the class and staff allocations, for the upcoming academic year:

<b>Pre- Prep (including EYFS)</b>		
<b>Nursery/Tots (2–4-year-olds)</b>	-led by:	Miss Vicky Scadden
	-supported by:	Miss Shannon Pavey
	-supported by:	Mrs Tracey Hall
<b>Reception (4–5-year-olds)</b>	-led by:	Mrs Charlotte Hibbs (Mon-Wed)
	-led by:	Mrs Caroline Nash (Thurs-Fri)
	-supported by:	Mrs Laura Coleman ( <i>first term only</i> )
<b>Year 1</b>	-led by:	Mrs Emma Adair
	-supported by:	Mrs Carmel Everett-Collins
<b>Year 2</b>	-led by:	Mrs Amy Worley
	-supported by:	Mrs Rebecca Hodgson (am)
<b>Prep (Years 3-6)</b>		
<b>Years 3</b>	-led by:	Mrs Robina Upton ( <i>Mon/Tues/Thurs</i> )
	-led by:	Mrs Caroline Nash ( <i>Wed</i> )
	-supported by:	Mrs Louise Wright (am)
	-supported by:	Mrs Kelly Sturgess (1:1)
<b>Year 4</b>	-led by:	Mrs Nicola Curry
<b>Years 5/6</b>	-led by:	Mr Peter Meaden
	-supported by:	Mrs Sheryl Davis (am)
	-supported by:	Mrs Cathy Nufer (1:1)
	-11+ provision led by:	Mrs Barrington-Tolan and Mrs Rae

We encourage you to browse our ‘Welcome to the Year’ booklet, where you will find detailed information on how we operate at Avondale and how you can best support your child’s learning. A digital version will also be available on our website. If you wish to contact your child’s new class teacher, all email addresses can be found on the school website.

Below are a few housekeeping points for your consideration that will affect you in the coming terms. To keep you informed, we will continue to send our 'Week Ahead' emails every Friday with the latest updates. While we strive to include all relevant information in these emails, there may be occasions when additional communication is necessary. We encourage you to regularly check your emails, and feel free to call the office if you have any questions or concerns.

### **Child's Personal Information Form**

Please find below a link to our online form for collecting children's personal information. We kindly ask **all** parents, whether new or returning, to complete this form. The information collected forms an online database that provides class teachers with the necessary up-to-date details for each pupil and **must** be updated at the beginning of each academic year. If you encounter any issues with the link, please email Mrs. Lister at [office@avondaleschool.org](mailto:office@avondaleschool.org).

### **Communication and Billing**

As in previous years, the majority of our correspondence will take place via email and online. This not only helps reduce paper costs but also ensures that messages reach you promptly. All ASCC invoices and termly invoices will be sent via Zero, whilst all letters will be sent by email. If you believe you may have missed any communication, please contact the school office. We also kindly ask that you regularly check your spam folder, as some items ended up there last year. Attached to this email, you will find an updated GDPR Privacy Notice for your review.

### **Extra-Curricular Clubs and Wrap Around Care**

An email with a list of extra-curricular clubs will be sent out on the first day back at school. This email will include a link to sign up for any clubs your child wishes to attend. Clubs will begin on Wednesday, 4th September, and we ask that **all** pupils who wish to join are registered online beforehand. Please carefully check that the club you are signing up for is appropriate for your child's year group.

Additionally, there is an online sign-up system for ASCC and tea. If you would like to book a regular spot, please use the provided link. If your child will be having afternoon tea, please ensure it is pre-booked through the school office. Without prior booking, we cannot guarantee sufficient food, as our catering team prepares meals based on the number of pre-booked pupils. The up-coming email will also include details on the pick-up arrangements for ASCC during the Autumn term.

We run an Early Drop Off Club from 7:30am to 8.00am. This service comes at an additional cost of £3.50 per child, which will be applied if your child is dropped off at any time during this period. Although pre-booking is recommended, it is not a necessity. Invoices will be sent out at the end of each month.

### **Car Parking**

Please be reminded that our agreement with the Bulford Working Men's Club allows parking **only in marked bays, behind the yellow line**. If these spaces are full, kindly seek alternative parking to avoid any inconvenience or disputes with our neighbours. Additionally, please refrain from parking in front of the cottages on the High Street, as we have frequently received complaints about blocked driveways. I understand that parking can be challenging, and we greatly appreciate your support in maintaining a positive relationship with our neighbours and community. Please pass this advice along to anyone who may pick up your child.

### **Autumn Term Calendar**

On the first day of term, an abbreviated A5-sized version of the Autumn Term calendar will be sent home with your child. For more detailed information, we encourage you to visit our website.

The back page of the calendar includes a complete list of after-school activities. While ASCC will operate from Day 1, teacher-led clubs will begin on Wednesday 4th September. Some clubs have limited spaces and are filled on a *'first come, first served'* basis. If any after-school activities are cancelled in advance, we will notify you via email. Children who are not collected, will automatically go to ASCC.

### **'Meet the Teacher' (Reception - Year 6)**

Please be advised that there will be an opportunity made available for you to meet your child's teacher on the first afternoon back (Tuesday 3<sup>rd</sup> September) from 3:35- 4:30pm. **FREE ASCC** will be made available for those in attendance. For those parents with children in Nursery or Tots, please be advised that communication can be sought on drop- off and pick- up.

### **Uniform**

At Avondale, we hold high expectations for our uniform and appreciate your efforts in ensuring that pupils look smart. If you need to purchase new uniform items, please use the following link to our online provider, Oz School Wear: <https://ozschoolwear.co.uk/avondale-preparatory-school/>.

We are excited to announce changes to our second-hand uniform shop. To foster a more supportive, community-oriented environment, we are transitioning our thrift shop. Going forward, we will no longer credit branded second-hand uniforms given to thrift. Instead, we will be accepting donated items, which will then be sold in the thrift shop to our Avondale families for a fraction of the cost. We encourage you to donate any old Avondale branded uniforms that are still in good condition. All proceeds from the thrift shop will support improvements to our school facilities through the PTA. We hope this initiative will make uniforms more affordable for our families.

Please remember that only official Avondale uniform items are permitted at school. All uniform, including thrift shop items, must be clearly marked with your child's name. Any unmarked uniform will be placed in lost property, located outside the blue gate each morning.

The uniform shop will be open for the new term on **Friday 30<sup>th</sup> August, from 9:00 to 11:00am**. It will then be available every Friday between 8:30 and 9:00am during term time. If you cannot attend the Friday morning opening and need any uniform, please email Mrs. Lister at [office@avondaleschool.org](mailto:office@avondaleschool.org) to arrange for it to be set aside.

As noted in July, children should return to school in summer uniform. Students in Reception to Year 6 are required to wear the school hat and blazer to and from school. Additionally, the summer PE kit (short-sleeved shirt with house colours) is needed for PE lessons for Years 1 to 6. White sports socks are required for Reception and Years 1 and 2, while boys in Years 3-6 will need long navy-blue socks for football shin pads. A timetable for PE lessons will be sent home on the first day, and all children in Years 1-6 will need their PE kit on the **first** day back.

### **Swimming**

Despite exploring various options, we were unable to find an alternative provider for our swimming sessions. We have had extensive discussions with Durrington Swimming Pool and hope that the revised arrangements will bring greater consistency. We will continue to monitor the situation closely.

Swimming is compulsory for children in Year 1 and Year 2, and optional for pupils in Year 3. If you would like your child to participate, please email Mrs. Lister at [office@avondaleschool.org](mailto:office@avondaleschool.org) to register their place and receive a separate invoice. The confirmed swimming schedule is from 2:00pm to 3:00pm. You are welcome to collect your child from the swimming pool at 3:10pm, if you notify the school in advance, or they will return to school by 3:25 pm. Please note that swimming for children in Years 1 and 2 will commence on Monday 9<sup>th</sup> September.

## **Appointments/ Requests for Absence**

We understand that appointments during the school week are sometimes unavoidable. To ensure the safety of all children, please notify your child's class teacher, when taking your child out of school and upon their return.

Please note that we are currently reviewing our absence policy and will share this with you soon. In the meantime, we would like to remind you that all absence requests - apart from medical appointments such as doctor or dentist visits - must be submitted in writing to Mrs Barrington-Tolan or Mrs Rae. This is a mandatory requirement. To minimise disruption to your child's learning, please schedule holidays outside of term time.

## **Peripatetic Lessons**

Should you wish for your child to have a trial for any instrument, please contact Mrs Lister via email. Timetables for respective teachers follow a tumble system so as to avoid children missing the same lesson each week. These timetables are displayed in respective classrooms and on the Parents Noticeboard in the school foyer/ hallway. Lessons with the various peripatetic staff will commence from Wednesday 4<sup>th</sup> September. Should any children be absent due to a school trip, their peripatetic lesson will be rescheduled for another day. We are unable to do the same, or refund, in the event of sickness or planned holidays. Please be advised that a term's notice is required for withdrawal of a pupil from lessons.

## **VAT**

As you may have heard in the news, the recent change in government has prompted discussions about introducing a 20% VAT on independent schools. We understand that this potential change may raise concerns, and we want to assure you that we are closely monitoring the situation. As soon as the legislation is finalised and we have more information on how this will affect schools, we will promptly communicate the details to parents. We appreciate your understanding and patience as we navigate these developments.

## **School Timings**

Please be reminded that the timings of the school day remain unchanged for those children in Reception to Year 6 (and those children not old enough to receive Wilshire Council's Free Entitlement Funding).

Please see below the sessions for use of the **3 & 4-Year-Old Free Entitlement Funding**:

**8am- 12pm**- morning session

**12pm - 1pm**- lunch period (Avondale rate)

**1pm- 3pm**- afternoon session

Please see below the sessions for use of the **2-Year-Old Free Entitlement Funding**:

**8am- 1pm**- morning session

**1pm- 5:30pm**- afternoon session

Should you require additional hours before or after school, you will be invoiced at the end of each month.

## **Parent-Teacher Association**

We are excited to announce that the Parents' Association (PA) will now be restructured as a Parent-Teacher Association (PTA). We believe this change will enhance communication and foster a stronger connection between parents and the school community. The PTA is always eager to welcome new members who are interested in supporting and contributing to our activities. If you would like to get involved, please reach out to them at [PTA@avondaleschool.org](mailto:PTA@avondaleschool.org). An email from the PTA will follow shortly at the beginning of the term with further details about their plans and upcoming events.

## Playground Developments

We are thrilled to announce that, following all the hard work and successful fundraising efforts, the playground improvements will commence during the week beginning 16th September. In addition to the playground upgrades, we have made a significant investment in enhancing the equipment available to pupils during breaktimes and lunchtimes. We are confident that these new additions will bring great joy and enrichment to the children's daily experiences at school.

## Equipment

At the start of the term, Class Teachers will be sending out individual year group letters, curriculum maps, and timetables. These will provide an overview of what to expect in the upcoming term and specific details about what your child may need. As a reminder, children in Pre-prep do not require any stationery. However, children in Prep are expected to bring in a pencil case containing the following items: an erasable pen (such as a Pilot Frixion Erasable Rollerball Pen), multiple HB pencils, a ruler, colouring pencils, a highlighter set, several erasers, a sharpener, a glue stick, and green, pink, and purple pens for use in line with our marking policy. Additionally, all children in Prep should have their own set of headphones to use with their school laptops. **Please ensure that all items are clearly labelled with your child's name.**

We finally got there! While there may be a few additional details that arise in the coming weeks, we are excited to welcome you and your family back on **Tuesday 3rd September**. We anticipate another successful year ahead and look forward to seeing everyone again.

Yours sincerely,



Mrs Georgina Barrington-Tolan and Mrs Celina Rae

Co-Headteachers