



NOTTINGHAM
FREE SCHOOL

21 January 2015

Dear Parent/Carer,

There are a number of notices and updates that we need to inform you of and so have tried to condense them all into one update letter. If you ever misplace the paper copy, all letters will be uploaded onto our school website under the information tab.

School telephone

Our telephone number has now changed to 0115 896 4949. Please use this new number from now on although the old number will continue to work for the remainder of the term.

School meal payments

We are getting an increasing number of students who are paying daily in cash for a school meal. Whilst we aim to be as flexible as possible, due to our current size this puts pressure on the administration team. As per the original guidance on payments, for this year, you can pay in advance by standing order, cheque or cash. As a minimum we would appreciate payments for the following week by the Wednesday of the week before. Daily payments will be accepted in emergencies but change may not always be available on the same day.

Adverse weather plans

As we are still in the season for possible bad weather conditions we would like to remind you that if the school has to close for any reason an email will be sent to all parents, a notice will be put on the school website and announcements will be sent to the local radio stations. If you change your contact details at all please let school reception know so that we are able to contact you. If the weather is poor but school remains open then students are allowed to wear suitable footwear to and from school (e.g. boots or wellingtons). However, they will still be expected to wear their normal school shoes in school and so must bring them to change into.

e-safety

It has come to our attention that some students in school have a Facebook account and have tried to add members of staff to their friends list. The minimum age for a child to have a Facebook account is 13 years so we will ring to inform you if we discover that your child has an account. It is also school policy for no contact between staff and students on social media and any attempt at this will also be brought to your attention.

We have also been made aware that some unpleasant comments have been posted via mobile phones on other chat groups with students at school. Any incidents of this form are taken very seriously and will be dealt with in school. Those which constitute cyber-bullying may involve students being spoken to by the police community support officers on an individual basis.

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Executive Headteacher: John Tomasevic B.A. (Hons) Econ. M.Ed. N.P.Q.H. N.L.E.
Head of School: Jenny Brown B.Sc. (Hons) P.G.C.E. N.P.Q.H.

We regularly remind students about all aspects of e-safety and will be reviewing this issue again in the next few weeks. As part of this we will be using some resources from the NSPCC 'Share Aware' campaign. You may find it useful to visit www.nspcc.org.uk as it contains useful information for parents on e-safety, a guide to social media and tips on talking to your child about online safety. We also have information and other links on our school website under the e-safety tab.

Advance notice of Review day and Parents Evenings.

Tutor review day is on Wednesday 11th February. Your child's tutor will arrange a time slot with you soon and your child is only expected to be in school for their appointment time at which school uniform does not have to be worn.

For this academic year due to the number of parents each teacher would need to see we are putting on three parents' evenings where you can make 5 minute appointments with subject staff. These are planned for Thursday 19th March, Tuesday 24th March and Wednesday 25th March. You will be asked to choose one of those days. Details will follow after half term.

Equipment

We have regular equipment checks during tutor time and as a reminder all students should have a pencil case containing, as a minimum, two pens, a pencil, rubber, sharpener and ruler. They should also have their calculator and planner with them every day and their iPad must be charged.

Thank you for your support and please do not hesitate to contact us if you have any further questions.

Yours faithfully



Mrs Jenny Brown