Oughton Primary & Nursery School
September 2025

Dear Parents and Carers,

I am not sure where September has gone! The summer holidays seem like a distant memory now, but it is good to be back into a routine and to see that everyone is settled back into life at Oughton, including our new Nursery and Reception children.

Staff News
We welcome a new member of staff this term - Mrs Gemmell has joined us as a Higher Level Teaching Assistant (HLTA). She will be covering in classes across the school as well as working with individual children and small groups running interventions.

Communication
School/Home communication is very important. Mrs Palmer will be continuing to send you weekly updates and reminders of dates by email. You have recently been sent the school dates so that you are aware of all events that will be happening this year - Parents Evenings, Let's Celebrate Assemblies, Sports Day etc. You have also been sent a Parental Handbook for this year. If you have children who are in different year groups, there was a variation in content and dates, so please take the time to read them and share them with your child. Each Teacher has also held a Curriculum Meeting this month. I hope that the Parents / Carers who attended these, found them useful giving information about your child's learning this year.

Attendance
You will have received an Arbor message to remind everyone of the start of the day timings. Thank you to everyone who ensures that their child is on time for school. Punctuality is vital in order to ensure that transition into school is smooth and positive. The classroom doors open at 8:45am and the register is taken at 8:55-9:00am. After 9:15am, this will be deemed as an unauthorised absence as 30 minutes of school time has been missed.
If your child is absent from school, please inform us of the reason why via Arbor or telephone us before 9:05am. We monitor attendance and aim for everyone to achieve an attendance of 96%+. If your child's attendance falls below 92%, we will let you know. Anyone with a percentage of below 90% is deemed to be a Persistent Absentee and we will be requesting a meeting in order to help to improve attendance. Please be aware, penalty fines are issued if there are 10 or more unauthorised absences. Holidays will not be authorised. Our Attendance Policy has been updated and is on our website.

Food in School - packed lunches
Due to allergies, we ask that any child with a packed lunch does not bring in egg sandwiches, boiled eggs or scotch eggs to eat. We are also a nut free school so please ensure that your child does not have any products which contain nuts i.e. Nutella spread, other chocolate spreads, cereal bars with nuts.

Home/School Agreement
You will have been sent a copy of the updated Home/School Agreement this week. A Home School Agreement is a statement explaining the School's aims, values, policies and procedures, its responsibilities towards its children, the responsibilities of the children's Parents/Carers and what's expected of children.
At Oughton Primary and Nursery School, we recognise each child as an individual and aim to give all children every opportunity to realise their full potential. We believe that a close partnership between the School, Parents/Carers and the child, is essential if we are to achieve this aim.
It is therefore an expectation that all Parents/Carers who wish their child to attend Oughton Primary and Nursery School will sign up to our Home School Agreement. Please complete the form using the link https://forms.gle/WTMzK1HmANNitJHD9 to sign the agreement.
We also ask Parents/Carers to ensure that they discuss the Home School Agreement with their child. We have discussed this in school with all the children and they have signed the child's agreement.

Lisa Clayton Headteacher

Dates will be published on our school website: www.oughton.herts.sch.uk
Dates for upcoming half term
1st Oct - Harvest Festival
1st Oct - Scarecrow Festival 3.15pm
13th Oct - Individual and sibling photos
15th Oct - Flu vaccinations (R - Y6)
22nd Oct - Parents / Carers Evening 4-6pm
23rd Oct - Parents / Carers Evening 6-8pm
24th Oct - INSET Day - children not in school.
27th - 31st Oct - HALF TERM
27th / 28th Oct - Year 6 Boosters
3rd Nov - children return to school
CHANGE OF DATE - Summer Fair Sat 4th July

Safeguarding
Our Designated Safeguarding Leads are Mrs Clayton, Mrs Phillipson and Mrs Woollon. If you have any concerns regarding matters linked to safeguarding, please let us know.

We are an Operation Encompass School and work in partnership with the Police. This means that when there is Police involvement within a household, linked to Domestic Abuse, we are notified. With this information, we support children and families as needed.

Governor Update

We have vacancies on our Governing Body for the role of Parent Governor. If you would like to support, yet have a strategic role at Oughton, this may be something which you are interested in. You would need to be available for approximately 3 evening meetings a term, plus some time to visit the school in the school day.

If you would like to discuss this further, please contact the Office and book an appointment to meet with Mrs Clayton.

It is that time of year when our current Governors, alongside Senior Leaders are updating our policies. As Statutory Policies are completed, they will be put on our website.