

Nether Edge Primary School  
 Glen Road  
 Sheffield  
 S7 1RB

E: enquiries@netheredge.sheffield.sch.uk  
 T: 0114 2550926 F: 0114 2507387



Headteacher: Mrs Katie Hall  
 Deputy Headteacher: Miss Sara Ahmed  
 Assistant Headteachers: Ms Homaira Ibrahim & Mrs Sarah Featherstone  
 Executive Headteacher: Mr Matthew Knox  
 Chair of Governors: Mrs Rhona Dodds

Wednesday 29<sup>th</sup> November

### Briefing Letter

#### Children In Need

Thank you for all your donations for Children In Need. We managed to raise £389.63 towards this great cause.

#### Communication with Parents

We have created a new policy in school which will commence in January with regards to how and when you will receive information from school. Please see below:

Form of Communication	When should this communication be used?	Time frame	How can we ensure this if effective?
<b>Text Messages</b>	Text messages should be used for upcoming event reminders – not to introduce an event.	At least 24 hours prior to an event.	Ensure we have up to date phone numbers. Parents should inform us of any new phone numbers.
<b>Letters</b>	Letters should be the main method of communication, giving parents information of trips, visits or other educational information as appropriate.	A minimum of 14 days prior to the trip.  Residential visit information should be sent out at least 6 months in advance.	Ensure all information about upcoming trips is shared on a yearly newsletter.
<b>Newsletters</b>	To inform parents what their children will be learning over the next cycle.	The first week of each cycle (4 cycles per year).	Include trips for that cycle and any other information where parents will be involved.
<b>Briefing Letters</b>	Updates about what is happening in school.	Fortnightly.	Useful and relevant information, including reminders of upcoming events and school developments.
<b>ClassDojo (App or website)</b>	To share news about how well the children are doing in school!	As and when needed.	Ensure all parents have all relevant information to allow them to log onto the ClassDojo site.



## Parent Pay

We will be introducing a new system for paying dinner money, trips and any other monies which come into school. 'Parent Pay' will be introduced from January, meaning that all payments will be received electronically. Don't worry about this yet, but it is useful for you to know about this now.

Payments through Parent Pay can be made online, at a payment point or a bank transfer. We will be hosting drop-in sessions and tutorials for how to do this in the New Year.

## Christmas at Nether Edge

As you know, we are quickly approaching the Christmas period. We have started out 'Let's Perform' topic and children are building their confidence to perform, sing and dance at our annual performance.

This year, our performances will be held at the Merlin Theatre! This is VERY exciting – what a fantastic opportunity for the children to be able to perform in a real theatre.

The dates for the performances are as follows:

### Monday 18<sup>th</sup> December

2.15pm Carol Singing for Nursery and Reception (based in school – no tickets needed but spaces are limited to 2 adults per child).

### Wednesday 20<sup>th</sup> December

9.30am KS2 Performance of 'The Lion, The Witch and The Wardrobe'

1.15pm KS1 Performance of 'The Wiggly Nativity'

### Thursday 21<sup>st</sup> December

9.30am KS1 Performance of 'The Wiggly Nativity'

1.15pm KS2 Performance of 'The Lion, The Witch and The Wardrobe'

Tickets will be on sale (costing only £1 per ticket) for these performances on **Wednesday 6<sup>th</sup> December** between **8.30-9.15** and **3-3.30** in the hall, on a first come, first served basis. Any questions about this, please speak to Miss Ahmed.

Yours faithfully

Katie Hall

Headteacher