



School Lane
Cookham
Berkshire
SL6 9QJ

KEY INFORMATION FOR THE WEEK

The PTA held their first meeting of the term on Tuesday; my thanks go to those who came along. The discussion was extremely productive with several events, which you must look out for over the coming months, being added to the calendar. One immediate date to be aware of is Friday 8th February when a disco for the children will be held in the hall after school. More specific details about this will follow.

The PTA continues to work hard raising money for school projects. When your child joins the school you immediately become a member but if you would like to become more heavily involved, please speak to the chair, Kristina Smith, parent of children in Year 1 and Year 3.

This week we have enjoyed welcoming three German exchange students to Holy Trinity. Although they have been assigned to specific classes, they have had an enormously positive impact across the school. They will be with us again next week so do say hello if you see them in the playground.

From time to time, your child may be unwell and unable to attend school. Should this be the case, the procedure for reporting your child's absence can be done in one of three ways.

Before 9:30am you must:

- leave a message on the school absence line 01628 523766 (opt 1). The message must include the child's name and the **specific reason** for absence. (Informing the office that your child is simply not in is not precise enough.)
- inform your child's class teacher. Please note it is not sufficient to inform the sibling's class teacher.
- report the absence directly to the school office.

It is essential that you report your child absence **every day they are away from school** unless you have previously reported that your child will be off for a specific number of days. This forms part of our safeguarding procedure. This is particularly important for safeguarding those children who work or cycle independently to school. On this matter, please note we can't accept a reason for absence from siblings.

In a similar vein, if you require us to administer medication to your child it must be handed to Mrs Fisk in the school office who will ask you to complete a form. Please ensure you follow this procedure. Thank you.

Anna Smith

MONTHLY CALENDAR DATES

23 rd Jan	Year 4 - Road Safety Talk
29 th Jan	Year 3 – School Trip Bucks County Museum
4th - 8th Feb	Maths Week
8 th Feb	School Disco
15 th Feb	Year 3 - Class Assembly
15 th Feb	Year 4 – School trip Ufton Court (information to follow)
18 th – 22 nd Feb	Half Term



Cygnets Class – Joel Statham – for enjoying a challenge and trying new activities with a smile on his face

Swan Class – Tate Bishop – for great listening and for answering lots of questions

Kingfisher Class – Olivia Jarvis – for being such a polite and considerate learner

Gosling Class – Harry Strudwicke – for his effort and enthusiasm for learning

Teal Class – Hajrah Nazir – for her consistent, hardworking attitude

Cormorant Class – Harry King – for a determined effort to increase his mathematical knowledge

Moorhen Class – Alex Vick – for always having incredibly high standards and showing exceptional performance in assessments