



**October 2023**

Dear Parents and Carers

As always it has been a very busy start to the academic school year.

Mrs Chapman, who is now our Acting Headteacher, and Mrs Marshall, who is our Acting Deputy Headteacher, have made the transition from the old leadership to the new leadership seamless. It is a credit to their years of experience and professionalism that they have continued to run the school on such an even keel. We are very proud of our school and all our staff who continue to make it such a lovely environment for the children to learn in.

During this half of the autumn term we have had a boy's and girl's football team represent us in a football tournament (they were magnificent), Year 6 went on a Junior Citizen's trip to The Hawth, the school photographer visited us to take the annual individual school photos, and we all adjusted to being back at school after such a lovely break over the summer holidays. We hope your children have settled back into their school routine and have enjoyed their first half term back at school.

We wish you all a lovely half term holiday and we will see you back in school on Monday, 30th October 2023.

*West Green Primary School*

**A MESSAGE FROM OUR ACTING HEADTEACHER**

Dear Parents and Carers,

This term has gone by so quickly it seems surprising that next week is half term. It has been a term of many new beginnings for all of us, new teachers, new year groups and new families and for Mrs. Marshall and I, new roles within school.

This is my tenth year at West Green Primary School and I am so proud to be part of the journey that this school has been on, particularly under the headship of Mr Hodgson. My hope is to continue with his legacy leading this journey of school improvement.

I have worked in many schools over my career of 30 years; schools ranging from international schools abroad to large primary schools in London and on the south coast.

I am proud to say that West Green is the school that I have worked at the longest and I think this is testament to the children, parents and staff who are part of this school community.

I look forward to working with you all and I am always available if you have any issues you would like to discuss. In fact, Mrs Marshall and myself are always at the school gates in the mornings so, if you haven't had a chance yet, please do come over and say hello if you see us.

Kind regards



Mrs S Chapman  
**Acting Headteacher**

## WORD CLOUD

If you have visited our school reception area recently you will have noticed our new word cloud picture. This picture sums up the ethos of our school perfectly. It reminds us of what we aim to achieve every day. Here is a copy of it in case you haven't seen it yet.



## GIRL'S & BOY'S FOOTBALL TOURNAMENTS



Some of our girls and boys in Years 5 & 6 attended the Broadfield 3G football tournament in September and October, and they represented our school fantastically. They demonstrated such lovely behaviour and they were, once again, a credit to the school. They played with real determination and did not give up at any point. They are both very strong teams. We hope they are as proud of themselves as we are of them.

Well done to Ilyas, Houssam, Ismalia, Hayden, Blake, Eyad, Haroon, Kirk, Leah, Dolly, Francesca, Maria, Tia, Aaliyah, Shanavi and Elisha.

Thank you to Miss Jeffery and Mrs Newnham who accompanied the children to this event.

**Miss Jeffery, Mrs Newnham and all of the staff at West Green Primary School are very proud of all the children who took part.**

## CLASS PHOTOS

The individual student photos have been taken, and by now you will all have received the proof of your children's photos. It is entirely your choice whether you purchase a copy of the photos. Please do not feel obliged to buy a copy, only purchase one if you really want one. As you can see below, even the staff get to have their photo taken...



## HARVEST FESTIVAL

We had our Harvest Festival assembly recently and the children really seemed to enjoy being a part of it. Thank you to all the children who brought in donations for the Easter Team (and thank you to all the parents who we know provided the items in the first place). The Easter Team ensure all the donated items are taken to Crawley Food Bank who then distribute it to families in need. Below is a picture of what we collected as a school. It will go a long way in helping those that need it.

The representative from the Easter Team who collected the donations was impressed at how much we were able to collect. She wanted us to pass on their thanks and also to pass on the message that if any family needed their assistance then please do not hesitate to contact them. She wanted to make it clear that there is no judgment, and the people on the other end of the phone are very kind and understanding. If you are ever in need of food, or you know others that are, please do not go without. You can contact The Easter Team on: 07940 900948.



## FLU VACCINATIONS

A letter was sent home to all parents recently with details for the annual flu vaccination. Having the vaccination is the parents choice and only you as parents can decide whether to have your child vaccinated or not. If you want your child to have the vaccination but are unsure, you can always contact the school nurse on the number provided in the original vaccination information letter and discuss it with them. The flu vaccinations will take place in school on 16 November 2023. Your child **will not** be vaccinated unless you have given your consent by following the instructions in the vaccination letter sent to you.

## THE ROYAL SEAL OF APPROVAL

Our Year 1 class created some lovely cards for King Charles III to celebrate his coronation. The cards were sent to Buckingham Palace and they received this reply. Well done to Year 1 for all their hard work. We are so pleased it has been recognised as they spent a long time working on their cards.



We were deeply touched by your most kind and thoughtful message following our Coronation. We are enormously grateful to everyone who took part in the celebrations, and particularly appreciate that you so generously took the time to write to us on this very special occasion.

Charles R      Camilla R



**BUCKINGHAM PALACE**

To: The Pupils and Staff  
West Green Primary School

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The King has asked me to thank you for your colourful cards, sent in celebration of Their Majesties' Coronation.

The King was deeply touched that you should have taken the trouble to write, and would have me convey his warmest good wishes to all of the pupils and staff at West Green Primary School.

I am to thank you once again for your thoughtful messages at this time of celebration.

Yours sincerely,

Head of Royal Correspondence

11th August, 2023

## VISITORS COMMENTS

When we had our open day recently for new parents to look around the school some of our Year 6 children volunteered to give the new parents a school tour. We had so many compliments on how well mannered and polite the children were. The children really are the best representatives of our school. Their honesty, good manners, hard work and confidence in our school is the best review we could ever have. Thank you to all the staff and parents who are helping to guide the children, and well done as your efforts are clearly paying off.

## STAFFING UPDATES

We have had some new staff members join us this term and they have all settled in well. A very warm welcome to all.



Mrs Peppard has joined us this term in the school office. She has settled in really quickly and the children have been introducing themselves to her throughout the term, and made her feel very welcome. If you need any assistance from the school office, then you will likely speak with Mrs Peppard at some point.



Welcome to our new Year 3 teacher Miss Goodman. She is teaching the Year 3 class. Her Year 3 class have been lovely and have helped make starting a new job, which can be very daunting, a smooth process for her.



We have been joined by Miss Stone this term in Year 5. She has also settled into the school very quickly. Her class have been very well behaved and have made their new teacher feel very welcome, and she seems to be enjoying her time with us.



Miss Webb has welcomed a beautiful baby boy into the world. The new addition to her family weighed in at 5lbs 14oz. Both mother and baby are doing well. Congratulations on your new arrival Miss Webb.

We will keep you updated on our new starters as and when they arrive. You can find information on school jobs that are currently available by visiting: [www.westsussex.gov.uk/jobs/school-jobs/](http://www.westsussex.gov.uk/jobs/school-jobs/)

You can then type in the location where you are searching for jobs, i.e. Crawley, Horsham etc.

## **IMPORTANT SAFEGUARDING NOTICE**

### **INTERNET USE AT HOME**

For many adults we see our online lives and offline lives as different, but children are growing up with technology and the internet and for them there isn't a difference; online life and offline life is just life.

Technology can move at an extraordinarily fast pace and it can be difficult to know how to start talking to your child about what they are doing online, who they might be speaking to, or discussing the potential risks and issues that come with being online.

Talking regularly with your child is the greatest tool to help keep them safe online. Having conversations about online activity and making it part of daily conversation, like you would about their day at school, will help your child feel relaxed about the subject. It also means that when they do have any worries, they're more likely to come and speak to you.

However, it can also be easy to become overwhelmed with the different technology, the language that children use, the huge number of games and apps which are available, and the potential risks.

The NSPCC have some excellent advice on their webpage so please do have a look at it. A core part of the NSPCC's 10-year strategy is to ensure children are safe online. To help achieve this they have teamed up with the LEGO Group to help promote their fun, free Build & Talk activities. The six 'adventures' help parents and caregivers talk with their children about key online safety topics through the joy of LEGO play. For further information, and to access the link to LEGO play, please visit the NSPCC website at: [www.nspcc.org.uk](http://www.nspcc.org.uk)

### **ADVICE IF YOUR CHILD ACCESSES YOUTUBE**

When used safely and responsibly, YouTube provides children with a wealth of opportunities to learn, stay entertained, create and play. However with so much content available, how do you find the correct channels and videos? How do you ensure your child is safe while watching them?

It is important to have a **shared family account** for YouTube so you can easily track what videos are watched and suggested. The [www.internetmatters.org](http://www.internetmatters.org) website recommends **turning Restricted Mode on** or, for younger children, setting up YouTube Kids. Supervised Accounts are for parents who want to allow their child to transition from YouTube Kids to the main YouTube platform. You can refer to the step-by-step parental settings guide, which you will find on the [www.internetmatters.org](http://www.internetmatters.org) website, to help keep children safe on YouTube.

Do you know what content your child watches on YouTube? A good approach is to restrict your child from watching certain YouTube channels. If they want to start watching a new one, then it is a good idea to watch some videos yourselves first to vet the content. Some suggested channels you could view to see if you are happy with them before introducing your children to them are: Peacock Kids, Mother Goose Club, Talking Tom & Friends and National Geographic Kids. These are all good examples of YouTube channels for children under 10. If you view recent videos, but also browse the channel's back catalogue, the YouTube algorithms often suggest these older videos for young viewers to watch next if they already watch the channel.

**Tip: Subscribe to channels that you feel comfortable with. This creates a feed of safe videos for your children to browse and watch in the 'Subscriptions' area of YouTube.**

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## **WHAT SAFETY FEATURES DOES YOUTUBE HAVE?**

YouTube is considered a search engine, video-sharing platform and social media platform all-in-one. It has a lot of features that support each type of content. However, it also includes settings to promote safety and wellbeing to keep children safe online. **If you do not put any safety restrictions in place then your child will be able to access any video on YouTube, including videos with an age recommendation of viewers over 18 only.**

**YouTube Kids** is a separate app made for children under 13. It allows a safer and simpler experience for them to explore. The app also has a parent-supervised experience to help guide your children on their journey. You can view the [YouTube Kids app parental control guide](#) for more information.

**Privacy settings** – Under-18s can set privacy settings to make parts of their profile private and as well as making posted content private or public.

**Digital wellbeing** – YouTube contains a variety of wellbeing tools. Users can turn off autoplay to limit endless scrolling. The platform also has the option to ‘Remind me to take a break’ and ‘Remind me when it’s bedtime’ to encourage users to take breaks. You can turn these features on in settings.

**Mature content or ‘Not made for kids’** - content creators can include an age-restrict option on their content not made for viewers under 18. Personalised ads are removed on content made for kids on their ‘watch’ page. However, ads are still shown based on the context of the video. Monetised features are also removed.

**Trusted Flagger program** - removes harmful content from the platform.

**Machine learning** - their machine learning systems identify videos that may put children at risk. They also apply a few protection tools, such as restricting live features, disabling comments and limiting recommendations. YouTube also works with NGOs to combat child sexual abuse imagery (CSAI) by reporting this type of content to the relevant law agencies.

**Autoplay customisation on YouTube Kids** – On YouTube Kids, parents can turn off autoplay features as well as erasing history to manage what kinds of videos children experience.

**Safeguards and education about commercial content** – YouTube do not allow paid product placements in YouTube Kids as they do on the standard app.

**Reporting:** when a video or channel is reported to YouTube, it is investigated. If it goes against their guidelines or policies, they will terminate the account in question. If they find any sexually inappropriate content featuring minors, they will also report the illegal activities to the National Center for Missing and Exploited Children (NCMEC).

In all, YouTube takes keeping children safe online seriously. However, as a parent you also have to do your part by making sure you know what content your child is watching, and by putting restrictions in place.



## **COST OF LIVING CRISIS — WHERE TO FIND HELP IF YOU NEED IT**

### **turn2us**

This website is designed to help you find out if you are able to get help with your energy bills. There are many grants out there you may not know about. Some energy suppliers have their own grant scheme in place. You can ask your supplier if they have a scheme, and what the criteria is for claiming a grant. Turn2us also has other useful links in relation to other household bills e.g. water bills. To search for grants that you may be eligible for, you can use an easy tool on <https://www.turn2us.org.uk>. Tel: 0808 802 2000

### **StepChange Debt Charity**

If you are worried about any debt, you can contact the StepChange Debt Charity for free advice on <https://www.stepchange.org>. Tel: 0800 138 1111

### **Food Banks in Crawley**

There are a number of food banks in Crawley, if you do a web search you should be able to find some details. Listed below are some contact details to help get you started:

Freeshop - [info@freeshopcrawley.com](mailto:info@freeshopcrawley.com) - Tel: 07861 907133

Crawley Food Bank Partnership (they are The Easter Team and also Crawley Open House who are working together)

Tel The Easter Team: 07940 900948/Tel Crawley Open House: 01293 447702

### **Government and Local Council Resources**

The government have an online tool to help people check the benefits and financial support they might be able to apply for. You can check at:

[www.gov.uk/check-benefits-financial-support](http://www.gov.uk/check-benefits-financial-support) you can also find help at:

[www.crawley.gov.uk/moneyworries](http://www.crawley.gov.uk/moneyworries)

Your local council may be able to help you pay for things like:

- Energy and water bills;
- Food;
- Essential items such as clothes or even an oven.

This help is known as Welfare Assistance or the Household Support Fund. Each council runs its own scheme. The help they offer, and who can get it, varies. Ask your local council if they run one of these schemes. You do not have to be in receipt of benefits to get help from your local council. If you are in receipt of benefits, they will not be affected if you get help from one of these schemes. See below for information on the WSCC Community Hub.

### **COMMUNITY HUB**

WSCC have a community hub for anyone who may need help. You can request support from the Hub, including accessing the Household Support Fund, and where to get advice.

WSCC are focused on making sure they continue to support the most vulnerable people in our community.

If your request is urgent, for example, you are going to run out of food within the next two days, please phone [033 022 27980](tel:03302227980) so that they can make sure you get the help you need as quickly as possible.



#### **CHANGE OF DETAILS**

If any of your contact details change (address, home phone, mobile etc), please inform the school office so they can update the school records accordingly.

#### **MEDICATION**

From time to time we will sometimes administer paracetamol to a child if they are feeling unwell, but it is not necessary to send them home. The brand we use is either Calpol paracetamol 6+ sachets or meltlets (so cannot be administered to anyone under 6 years old). For this to be administered to your child you will have needed to have signed a form giving your permission. We will always telephone you to get your permission before we administer any paracetamol, but without the signed consent form we cannot administer it in any event. If you have already signed a permission slip you do not need to do anything else. The above is also relevant for antihistamine's. We use Piriton, but only if the parent has provided written consent and also verbal consent just before it is administered.

#### **TRIM TRAIL AND TYRE TRAIL**

At the end of the school day it has been noted that parents are allowing their children to play on the trim trail outside the classrooms. If you do allow your child to use the trim trail (or tyres) at drop off/collection time it is **your responsibility** to ensure they use it safely. Please keep an eye on your children at all times during drop off/collection to/from school to ensure their safety.

#### **UNIFORM**

We no longer take school uniform orders via the school office. When you require new uniform for your child you can order it from: [www.myclothing.com](http://www.myclothing.com)

Tel: 0800 069 9949

#### **MOBILE PHONES**

Please can you remind your child that if they bring a mobile phone to school with them, they must **not** use the phone whilst on the school premises. All phones must be turned off when your child has arrived at school, and handed to their class teacher. All phones will be returned at the end of the school day.

#### **BIRTHDAYS AND TREATS**

We love birthdays, and we love celebrating them even more! If you provide sweets for a class in order to celebrate your child's birthday, we would ask that you ensure they are individually wrapped, nut free and, if possible, vegetarian. This will mean all of your child's classmates can celebrate their birthday with them. We are not able to hand out any cakes or sweets that are homemade.

Also, from time to time throughout the school year, we will give out sweet treats to children. We will ensure we always meet a child's dietary requirements. **Please inform the school if you do not want your child to be given any sweet treats.**

#### **ASTHMA INHALERS/AUTO INJECTORS**

If we hold an asthma inhaler or auto injector for your child, please be aware that we need two, one in the classroom, and one in our medical room. When that item is out of date we will contact you and ask you to provide us ones that are in date. **Please make sure that you provide us in date items as a matter of priority. It is for your child's safety and must be acted upon immediately.**

#### **FILMS AT CHRISTMAS AND EASTER (AND THROUGHOUT THE SCHOOL YEAR)**

Mainly at Christmas and Easter time we will sometimes arrange for the children to watch a film as an end of term treat. The films will either be a 'U' or 'PG' certificate. We would never show a film that we judged to be inappropriate. **However, if you do not wish your child to watch a 'PG' certificate film then please let the school office know so that a different film can be chosen for your child's class to watch.**

#### **NO NUTS REMINDER**

Please remember that we are a 'No Nuts' school. This means that no food brought into school by either children or staff should contain nuts. This includes Nutella (there are other alternative chocolate spreads available that do not contain nuts).