



# West Byfleet Junior School

## Week ending: Friday 5 January 2024



A warm welcome back to the new Spring Term and a very Happy New Year to you all. I hope you had a wonderful Christmas and New Year and were able to relax and enjoy the Winter festivities.

On behalf of all staff many thanks for the lovely gifts that were given at the end of the term, as always it was very thoughtful and much appreciated.

We are all looking forward to a busy term of exciting opportunities.

### Diary Reminders & Updates

*Newsletter week ending Friday 5 January 2024*

*Please check weekly, as dates are occasionally subject to change*

DATE	YR GP/CLASS	EVENT	ADDITIONAL INFORMATION
Mon 8 Jan	Eden	Forest Schools - session 1	Children arrive wearing Forest School Clothes, AM group bring in school uniform, spare socks and shoes to change into
Tue 9 Jan	Year 5	Spring Term Information Meeting for Parents	15:30 - in person
Wed 10 Jan		PE lessons for Years 3, 4 & 6	All children wear PE kits
Wed 10 Jan	Y5	Swimming - lesson 1	Children wear PE kits
Wed 10 Jan		Parenting Puzzle Workshop	09:30-11:30
Wed 10 Jan	Year 3	Spring Term Information Meeting for Parents	15:30- in person
Thur 11 Jan		Young Carers Club	
Fri 12 Jan		PE lessons for Years 3, 4 & 6	All children wear PE kits
Mon 15 Jan	Eden	Forest Schools—session 2	Children arrive wearing Forest School Clothes, AM group bring in school uniform, spare socks and shoes to change into
Wed 17 Jan		PE lessons for Years 3, 4 & 6	All children wear PE kits
Wed 17 Jan	Y5	Swimming—lesson 2	Children wear PE kits
Wed 17 Jan		Quiz Club—Science Semi Finals	Selected children
Wed 17 Jan		Parenting Puzzle Workshop	09:30-11:30
Wed 17 Jan	Y6	Booster Groups (selected children)	15:30-16:15
Fri 19 Jan		ESFA Pokemon Primary Schools Cup	12:30-15:00

### **Unauthorised Absence from School**

Just to remind parents/carers that if you take your child/ren out of school without authority for five or more days (which do not have to be consecutive), you will be liable to receive a penalty notice. Currently the amount payable under a penalty notice is £60.00 per parent/carer per child if paid within 21 days. Thereafter the amount increases to £120.00 if paid between 21 and 28 days. If the penalty notice remains unpaid after 28 days, the Local Authority will consider a prosecution in the Magistrates Court. Please note that penalty notices are issued per parent/carer per child so a family of two parents and two children will receive 4 penalty notices. Surrey County Council is not responsible for authorising pupil absence and therefore cannot withdraw any Penalty Notice requests without the written permission of the Headteacher.

### **SCOPAY– Go Live Date: Monday 15 January 2024**

We are transferring over our communication and online payment system to SCOPAY from Teachers to Parents on Monday 15 January 2024. This means that all bookings, particularly school dinners, Rise & Shine and Discovery will need to be booked on the new system from Friday 12 January 2024 for the following week. You will notice that you will be able to book dinners or Discovery on the same day by 8:30am rather than the previous cut off of 11.59pm of the previous day, which hopefully you find helpful.

We will be transferring balances onto the new system on Friday morning, so please do not worry if you know you have a credit balance on account, as you will not lose this. However, we are trying to keep these balances down to a minimum to reduce the amount of transactions that we need to enter to ensure that everything is fully loaded when we start.

We introduced this system for our last Parents Evening, so you should have already received your invite to create an account. If you have not already signed up to the system, then I would encourage you to do this now so that you are ready for when we change. If you have any problems setting this up, then please contact the School Office by email, preferable by Wednesday so that we can help you and resolve any issues you may have in plenty of time.

If you have never used this system before, then you will notice that you need to load funds onto your account before you request either school meals or places at our Extended day club. If you normally pay for Rise & Shine and Discovery by childcare vouchers, then do not worry as this can continue. If you would like to start paying with childcare vouchers, then you will need to let Miss Moore know in advance so that your account can be set up correctly.

You will note for some activities we have delayed requesting payment, waiting for the new system to be in place, particularly Y5 swimming and school run clubs, we would appreciate prompt payment once the system is live.

Please be patient with us as we all learn this new system.

### **Problem of the Week:**

This will resume next week.

### **After School Clubs:**

All clubs will start week commencing Monday 8 January.