

Friday 21st October 2022 - Issue No 4

The Adderley Post

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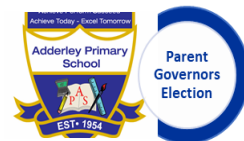
BECOME A PARENT GOVERNOR

The Governing Body of Adderley Primary School has a vacancy for a Parent Governor to serve for a period of up to four years. Joining the Governing Body as a Parent Governor offers you the opportunity to make real contribution to the life and work of your child's school.

Governors play a key role in the leadership of the school and raising of standards including the appointment of key staff, overseeing the budget and monitoring progress in the curriculum. Being a Governor can be rewarding and will provide you with the opportunity to work as part of a team and gain new skills. Don't worry if you have no experience as full training and support is available from the Local Authority and your colleagues on the Governing Body.

Please note that the most important duty of any Governor is to attend meetings of the Governing Body and you should be sure that you are committed and available to do this before applying. At Adderley Primary School, the Governing Body meets on Wednesdays, 4 times a term and the meetings commence at 10:00am.

The school will be sending out via Parentmail more information and a nomination form on 31st October 2022. If you have further queries or would like more information about becoming a Parent Governor please contact the school or School and Governors Support on 0121 303 2256 or email: governors@birmingham.gov.uk



Adderley's Uniform Shop

The Social Enterprise Hub will be open on Fridays between 12:55 and 1:15pm for parents to purchase school uniform from Friday 4th November 2022.

We will have a range of uniform including new and reduced price uniform. All money received from the reduced price uniform will be used to support the school. We would appreciate any donations of uniform that are in good condition but no longer fits your child anymore such as pinafore dresses, jumpers, cardigan, trousers, T-shirts and Shirts. Donations should be given to the School Office.



Year 6 Secondary School Admissions

The closing date for secondary school applications is 31st October 2022 at 11:59pm. You must apply on time. If you apply late, you are less likely to get offered a place at any of your preferred schools.

Adderley Food Bank

Adderley Food Bank is open for donations of tinned food only. We will be working with our local food bank to ensure our pupils are making a positive contribution to our community. Please check the expiry date of items before sending into school.

DATES FOR YOUR DIARY

School Closed for Half Term
Friday 21st October

School Re-opens on
Monday 31st October

You can contact us via email by writing to enquiry@adderley.bham.sch.uk

School Vacancy
School Lunchtime Supervisor (Part-Time, Term Time Only) - Grade 2
1 Year Fixed Term Contract
Start Date: 4th January 2023
Hours: Term time only 6 hours per week

The Governing Body of Adderley Primary School are seeking to employ a self-motivated, caring individual to join our team as a Lunchtime Supervisor. You will have responsibility for providing safety, security and good conduct of pupils during lunchtime.

The successful candidate will:

- Have good verbal communication skills in English
- Safeguard all children and ensure that school systems are followed at all times
- Supervise pupils in the dining hall, playground and school premises, including the toilets and corridors and ensure they follow the school rules and systems
- Carry out duties around the school, dealing effectively with any problems and maintaining the health and safety of all children
- Build positive relationships with pupils, encouraging them to play, and helping with play activities
- Help children at mealtimes, including , Helping children to cut up their food, Showing them how to use cutlery, Support the teaching of good manners and etiquette
- Clean up spillages and make sure that children eat in a hygienic environment
- Treating sick or injured pupils and reporting any accidents
- Being vigilant at all times and raising concerns about individual pupils or groups of pupils with the class teachers and SLT Team. To undertake other such specific duties that may from time to time be reasonably assigned by the Lead Dinner Supervisors or Strategic Leadership Team

Closing date for this position is Friday 11th November 2022.

For further details and an application form:

- **Please contact Adderley Primary School on 0121 4641500**
- **Download application from the school's website**
- **Collect an application form from the school office**

Adderley Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All successful applicants will be expected to undertake an enhanced Disclosure and Barring Service (DBS) checks. All employment offers made are subject to satisfactory pre-employment checks. All appointments where persons have lived outside the UK are subject to additional checks as deemed necessary.

ATTENDANCE, EXTENDED LEAVE AND LATENESS

As parents are aware, good attendance at school ensures children learn and make good progress. Adderley Primary School takes poor attendance very seriously and will take action where parents/carers fail to ensure their children attend school regularly. Every child should achieve an attendance target of **100%** and we recognise the good work many parents do in ensuring their children achieve this.

YOUR CHILD WILL NOT ACHIEVE OUTSTANDING ATTENDANCE IF THEY MISS MORE THAN 3 DAYS IN ANY SCHOOL YEAR.

Extended Leave , If you are thinking of taking your child out of school for an extended period, please come to the office to complete an Exceptional Circumstances Leave In Term Time Form. Adderley Primary School will **not** grant requests for leave in term time and any leave will be recorded as **unauthorised absence**.

Parents must be aware that they are at risk of losing their child's school place or being fined by the Local Authority.

Good timekeeping matters. Did you know that being 15 minutes late each day is the same as missing nearly two weeks of school? **EVERY DAY COUNTS but every minute is important! LOST MINUTES = LOST LEARNING**

Please consider the impact of any absences or lateness will have on your child's education.