



NEWSLETTER 1 SEPTEMBER 2025

12th September 2025

Dear Families

A very warm welcome back to you all. It has been lovely to see our Year 1 and 2 children back in school and also to have our new Reception children joining us in Robins, Wagtails and Puffins classes.

Mrs New is still unfortunately absent from school; we have passed on your best wishes to her and Mr. New. Mrs Smith is recovering well from her planned operation and hopes to return to work soon. I know Mrs Willis is enjoying spending time in Hawks Class.

Marvellous Me

You may have noticed Marvellous Me is not currently being used - this is because the provider has made significant changes. We have been working hard on this behind the scenes and will be shortly sharing your new method of access.

School Council

Mr Lake-Bromley will once again be leading the School Council and he is currently preparing to set up the School Council for this academic year.



Elections will take place in Year 2 on Friday 19th September for the four Council Leader posts. Letters will be sent home shortly to those who wish to apply.

There will also be elections for the Council Representatives posts for Year 1 and Year 2 classes. One boy and one girl from each class will be elected by their classmates. Classes will be notified of their representatives via Marvellous Me on Friday 26th September. Good luck to all those who want to take part.

The School Council raise money by allowing children to come into school in their own clothes on their birthday in return for a donation of £1. If your child has already had their birthday this term they may still do this, on a day of their choosing in return for a donation. If your child's birthday falls at the weekend or during a school holiday, they may wear their own clothes on the Friday before or Monday following, but don't forget the £1 donation! Thank you for supporting them in this way.

FEPIS (Friends of East Preston Infant School)



Welcome to all our new Reception children and their families. It was lovely to meet so many of you at Tea and Tissues on Wednesday. We are always looking for volunteers or just some new fundraising ideas so please come along to any of our meetings which will be shared in the coming weeks.

School Improvement Priorities

Each year the school is required to identify areas that need to be developed and possibly improved. We have based these on our Ofsted Report from June. These become the basis of the School's Improvement Plan and throughout the year staff, governors and children work together to achieve these targets. By sharing our priorities with you the parents, you will be able to work with us to ensure that this very successful school becomes even more successful!



Priority 1: Review the curriculum to reduce overload while deepening subject quality and ensuring full coverage.

Priority 2: Raise the attainment and increase the progress of the lowest 20% of pupils in the core subjects.

Priority 3: Governors will provide effective governance including challenge/support, knowledge of impact and holding the Headteacher to account.

If you have any questions about any of our priorities or would like to discuss them, please speak to either myself or one of the governors.

Attendance

As part of my role, I am also the Senior Attendance Champion. This means I am responsible for the school's approach to attendance, working within the guidelines from the Department for Education and the Local Authority.



If your child has to be absent from school for an urgent medical or dental appointment, we will ask you to provide evidence of this so we can authorise the absence. If your child is unwell or will be absent from school then we ask you contact the school by calling the school office and leaving a message on the absence line. We ask that you provide a reason for absence. Please call before 8.30am.

I have attached a letter from the Local Authority in regards to term time holidays and INSET days and possible fines. You can find our attendance policy on our website [here](#).

At East Preston Infant School 'exceptional circumstances' will be interpreted as:

... being of unique and significant emotional, educational or spiritual value to the child which outweighs the loss of teaching time (as determined by the headteacher). The fundamental principles for defining 'exceptional' are events that are "**rare, significant, unavoidable and short**". By 'unavoidable' we mean an event that could not reasonably be scheduled at another time, outside of school term time, regardless of who has planned or paid for the holiday or absence (including grandparents or other family or friends).

Communication and Locality Code of Conduct

We are fortunate to have very positive and respectful relationships with the vast majority of our parents and carers, however sadly this is not always the case across our neighbouring schools. Therefore, as

a Locality group of schools, we have adopted a 'Code of Conduct' which sets out behaviour which will not be tolerated by staff in our schools and actions that may be taken if the code is broken. This is attached for your information and a copy is also available on the website.

Our staff work extremely hard and are very dedicated to their work, going well above and beyond that which is expected of them. We know that from time to time, things go wrong and we ask that you continue to work together with us, through mutual trust and understanding, in order that we can resolve concerns and continue our good relationships with you.

If you do have any concerns, please speak initially with the class teacher. They are available at the end of the school day when dismissing your child. You can also make an appointment to speak with them or the year group leader via the year group email address. Please note the teachers are busy teaching and may not see emails immediately. We aim to respond to emails within 5 working days, wherever possible.

If you still have any worries, please speak with myself or Mrs New.

Classes

For your information just a reminder of the classes, teachers and support staff in each year group. Year group leaders are in bold.



Year	Class	Teacher/s	Support Staff
R	Puffins	Mr James Jones (YR)	Mrs Dawn Boulton Mrs Louisa Houghton Mrs Jo Stockton Mrs Jessica Tapping Mrs Leanne Wallace
R	Robins	Mrs Jo Rickard	
R	Wagtails	Mrs Clair Lovell	
Email yearr@epinf.co.uk			
1	Starlings	Mrs Rachel Bean & Mrs Stephanie Vinicombe (Y1)	Mrs Carol Chilvers Mrs Helen Gingell Mrs Laura Wheatley
1	Blackbirds	Mrs Anna Tobin	
Email year1@epinf.co.uk			
2	Kestrels	Mrs Helena Lilley (Y2)	Miss Laura Brooks Miss Kristina Loosemore
2	Falcons	Mr Michael Lake-Bromley	
2	Hawks	Mrs Vanessa Smith	
Email year2@epinf.co.uk			

Spotlight on Safeguarding

'Safeguarding is everyone's responsibility, every day'

At East Preston Infant School, safeguarding and promoting the welfare of children is everyone's responsibility and a top priority. Everyone who comes in to contact with the children and families within our community has a role to play.



Everything that we do has the children at its centre. Their wellbeing, their safety, their achievement and their happiness underpins every decision we make. Often when safeguarding is mentioned, the immediate thought is about child protection – when a child is suffering harm, or is in danger of suffering harm. However, safeguarding is much more complex than this and encompasses a very wide range of areas.

At East Preston Infant School, we ensure that all of our staff and volunteers are well trained in all aspects of safeguarding and this training is regularly updated and frequently revisited throughout the year. We also ensure that our curriculum provides the children with age-appropriate opportunities to learn how to keep themselves healthy and safe. With this in mind our monthly newsletters provide you with key information around a range of safeguarding issues. If you would like to volunteer in school to help with reading or regularly with Forest or Beach School you will need a DBS and to have attended a safeguarding session with me. The next session is on Friday 19th September at 2.30pm. You can book a spot by completing the form here: <https://forms.office.com/e/ihfavtyHgw>

What is a Designated Safeguarding Lead (DSL)?

Each school must have an appropriate senior member of staff to take lead responsibility for child protection. Key aspects of the 'Designated Safeguarding Lead' role include:

- ✓ Making sure all staff are aware how to raise safeguarding concerns
- ✓ Ensuring all staff understand the symptoms of child abuse and neglect
- ✓ Referring any concerns to social care
- ✓ Working with children who are the subject of child protection plans
- ✓ Maintaining accurate and secure child protection records
- ✓ Raising awareness of the school's safeguarding policies and procedures, and ensuring they are implemented and reviewed regularly

Who are our DSLs?

Miss Philippa Moulson - DSL
Mrs Claire New - Deputy DSL
Mrs Claire Greenway – Deputy DSL

Our Safeguarding Governor is Mrs Janis Baxter. She can be contacted via the school office.

If you suspect a child is being abused or is in danger of being abused, please contact a Designated Safeguarding Lead, or any member of staff. You can contact the Integrated Front Door (IFD) [here](#) or call on 01403 229900 (weekdays 9am – 5pm). The out of office hours (5pm – 8am weekdays) and 24-hour emergency number on weekends and bank holidays is 0330 222 6664. If a child is in immediate danger, call the Police immediately on 999.

Governors Corner

On behalf of the governors, at the start of this school year, I would like to say a huge 'Welcome' to all the new children and parents, and 'Welcome Back' to all those returnees. We hope everyone settles in quickly and wish all of them a really exciting and memorable term.



Following the departure of Mr Steve Burt at the end of the summer term our governing body is on the lookout for a new recruit! We need a co-opted Governor. This is a role for someone from the community who is not a parent at the school. If you know someone who would be suitable for this role or want further information, please contact me through the school office.

Jane Jones
Chair of Governors

Some reminders:

- Medication

If your child uses an asthma inhaler or requires medication during the school day, please ensure that the office has up to date details of the treatments required and that you have completed the relevant paperwork.



Please remember we can only administer prescribed medication such as antibiotics if it is required 4 times a day, in line with the County medical policy.

- Emergency Contact Numbers and Collection During the School Day



It is important that we have the correct contact numbers on which to reach you in case of emergency. If you have recently changed your telephone numbers, please inform the office as soon as possible. If you need to collect your child from school during the school day, please go to the main entrance/office.

- Play/Climbing Equipment

Children are not permitted to use the play equipment or Early Years equipment before or after school. This also applies to younger/older siblings. Please ensure that your children stay on the playground with you during these times.



- Jewellery



For safety reasons, children should not wear jewellery in school. Children with pierced ears should wear studs only please. Plain, dark colour watches, but not the game-type, are permitted. In accordance with advice from West Sussex County Council, jewellery may not be worn for any physical activity. All earrings should be taken out by the children for their PE lessons, watches removed and long hair tied back.

- Dogs on Site

Dogs are not permitted on school grounds. If necessary, they can be tied to the perimeter fence while dropping off or collecting your child/ren.

- Parking on Site & Inconsiderate Parking

Parking is not permitted on the school grounds unless prior arrangement has been agreed with the school office.

We have recently received several complaints regarding inconsiderate and dangerous parking outside the school, including over people's drives. Sadly, this continues to be a problem.



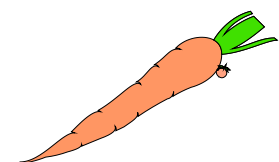
The Police ask that parents make a note of registration numbers and report the same to www.operationcrackdown.org

Whilst we understand that parking at drop off and pick up times can be very frustrating the safety of the children is paramount and we once again ask that all parents/carers are considerate. Please also respect local residents by not blocking driveways or disabled access ramps.

- Snacks and Drinks Policy

The children have one break time each day (morning) when they are permitted to eat their healthy snacks. Children are encouraged to bring in a healthy snack to eat during their break, which are listed in the school healthy snacks policy, as shown below. **No other snack is permitted.**

- **Mild Cheese** (not processed products such as Cheese Strings and Dairy Dunkers)
- **Breadsticks**



- Plain Rice Cakes
- Wholemeal Pitta Bread
- Fresh Vegetables
- Fresh Fruits (not fruit winders/yoyos/fruit flakes etc... and please cut grapes length ways as they are a choking hazard)
- Plain Raisins (not yoghurt coated)



In addition, all the children will receive a free piece of fruit or vegetable every day, usually at mid-morning, as part of a government scheme to encourage children to eat their daily 5 portions of fruit and vegetables.

If your child has any allergies or medical reasons why these snacks are not appropriate, then please come and talk to us.

Please ensure you have ordered your child's lunch, this must be done by midnight on the Saturday for the following week. Remember your child's packed lunch and snack must not contact any nuts.

Examples of foods that are not permitted:

Peanut butter sandwiches
Some cereal/granola bars
Sauces that contain nuts

Water

Children are encouraged to bring a named water bottle to school to keep in class. **Children are only permitted to have plain water in their drink bottles.** They are able to take drinks of water from this throughout the day. Juice, squash or flavoured water are not permitted.



Dates for your Diary



Attached are some dates for you to note on your calendar, **please check each newsletter for any updates or amendments.**

The autumn term is always a very busy one, with lots of events taking place. Please look carefully at the diary dates section and make a note of the dates so that you are able to come along and join in the fun! Thank you in anticipation of your support so far this year and over the coming weeks.

PMoulson

Miss Philippa Moulson
Deputy Head teacher

Diary Dates

Thursday 18 th September	YR Parents Meeting with Mr Jones – 9am
Wednesday 24 th September	Y1 Phonics Workshop – 9am to 10am
Tuesday 14 th October	Individual Photos
Wednesday 15 th October	Open Morning for 2026/27 intake 9-30am – 11.30am
Monday 20 th October	Y2 Stay & Play Phonics – 9am
Tuesday 21 st October	Y1 Stay & Play Phonics – 9am
Wednesday 22 nd October	Y1/Y2 Stay & Play Phonics – 9am
Thursday 23 rd October	School Grounds Morning – details to follow
Thursday 23 rd October	FEPIS discos – details to follow
Friday 24 th October	School finishes at 3.15pm
Half Term – Monday 27th October to Friday 31st October inclusive	
Monday 3rd November	Inset Day – school closed to pupils
Tuesday 4 th November	School restarts for pupils
Wednesday 5 th November	YR Stay & Play Phonics – 9am
Thursday 6 th November	YR Stay & Play Phonics – 9am
Wednesday 12 th November	Open Morning for 2026/27 intake 9-30am – 11.30am
Friday 14 th November	FEPS Firework Event - 5pm to 7pm
Tuesday 18 th November	Parents Consultations – 3.30pm to 6pm
Wednesday 19 th November	Parents Consultations – 3.30pm to 6pm
Thursday 20 th November	Parents Consultations – 3.30pm to 6pm
Friday 21 st November	Hewson Enterprise visiting Y2
Tuesday 25 th November	Open Morning for 2026/27 intake 9-30am – 11.30am
Friday 28 th November	Flu Vaccinations – details to follow
Tuesday 9 th December	9.30am – Y2 Christmas Play 2pm – Y1 Christmas Play
Wednesday 10 th December	9.30am – Y1 Christmas Play 2pm – YR Christmas Play
Thursday 11 th December	9.30am – YR Christmas Play 2pm – Y2 Christmas Play
Friday 12 th December	Christmas Jumper Day
Monday 15 th December	Christmas Services at St Mary's Church -details to follow
Wednesday 17 th December	Open Morning for current parents – 9am to 10am
Thursday 18 th December	Christmas Lunch PM – Year Group parties
Friday 19 th December	Pantomime – Sleeping Beauty - Whole School School finishes at 3.15pm
Monday 5th January	Inset Day – school closed to pupils
Tuesday 6 th January	School restarts for pupils
Tuesday 13 th January	Open Morning for 2026/27 intake 9-30am – 11.30am

INSET Days 2025/26

Monday 3rd November 2025

Monday 5th January 2026

Monday 23rd February 2026

Monday 13th April 2026

Friday 22nd May 2026