



# Rendlesham Primary School

Sycamore Drive, Rendlesham, Woodbridge, Suffolk IP12 2GF

01394 462190

admin@rendlesham.org

[www.Rendleshamprimaryschool.org.uk](http://www.Rendleshamprimaryschool.org.uk)

Academy Head: Debbie Thomas



W/C 25<sup>th</sup> January 2021

## Staffing update

I haven't yet introduced Miss Rachel Knight to you all. Rachel joined us at the start of term as a teaching assistant. She is currently based in lower Key Stage 2 and has settled in so well I forgot to tell you she was new! We are excited to work with Rachel she brings an exciting new dimension to the team with her research background and incredible CV of cultural experiences. I hope you get to meet her very soon. We welcome her to the team and look forward to an exciting year ahead.

## Use of Mobile Phones and Digital watches.

Our school policy on digital technology does not permit the wearing of watches that can receive and send calls/messages (i.e. apple watches and other similar products) nor the use of mobile phones. These items are not only expensive and run the risk of damage but in some cases children are receiving messages on their watches throughout the school day which is contrary to our Trust wide policy and not helpful for teachers.

We understand that some children who walk home carry phones but these must be given to the class teacher to be looked after during the school day. The wearing of watches that receive calls is not permitted. Thank you for your understanding.

## Home Schooling

Our monitoring has identified that the children working from home are at times being heavily supported by

parents to complete work. We want to help make your life easier so please read the following tips:

- Children in yr 1 onwards should write the date and title themselves
- Children need to learn to underline with a ruler – it may not be neat to start with but please let them try for themselves – they will only learn through practice
- Children should be encouraged to draw a table with a ruler rather than you doing it for them. We do not expect perfection but again they won't learn how unless they try.
- There is no need for parents to copy all the questions from the screen on to paper or books – let the children try for themselves.

We are aware that some of the recent lessons were very long and detailed and as a result staff have received feedback to support both the content of the lesson and the ease of access for the children. We hope you will notice a difference- we are constantly monitoring and improving our provision so keep going even if you have found access hard at times.

## Staff emails

Please note that many of our staff work part time. Their days of work have now been added to their email signature so you know when to expect a reply. I know many of you are friends with staff members out of school but please protect their home lives and only contact them about work related issues during work days/hours. Staff may forward your email to their job share or senior leader for an urgent response if they are not in work for a few days.

