



OLD TOWN INFANT SCHOOL & NURSERY

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Headteacher: Mr Douglas Gubbins BA (Hons), PGCE, NPQH



WEEKLY BULLETIN: Friday 19th September 2025

Monday 22nd September 2025	Drama club after school – bookings made via Arbor. <i>Children to be dismissed from the hall.</i>
Tuesday 23rd September 2025	Year 1 P.E day – children to attend school in their P.E kit Football Club after school – bookings made via Arbor. <i>Children to be dismissed from the hall.</i>
Wednesday 24th September 2025	Reception and Year 2 P.E day – children to attend school in their P.E kit Archery Club after school – bookings made via Premier Education. <i>Children to be dismissed from the hall.</i>
Thursday 25th September 2025	Nursery and Year 2 P.E day – children to attend school in their P.E kit 'Getting to know you' Teacher meetings after school 1540-1700. <i>Please sign up at your classroom door</i>
Friday 26th September 2025	Reception and Year 1 P.E day – children to attend school in their P.E kit

Spellings for week commencing 22.09.25

Year 1	he, she, me, we
Year 2	Group A: excites, outside, prizes, milkshake, behave, awake, climb, because Group B: ring, chip, fish, pan, cat, dog, go, no

Headlines

- Half termly overviews (informing you of what the children will be learning), were emailed out earlier this week. These documents can also be found on our school curriculum pages <https://www.oldtowninfantschool.co.uk/termly-overviews/>
- Yesterday I was made aware of an injury to a child caused by a cat on the way to/from school. I have also been made aware that this is not that first time an Old Town child has been injured by the said cat. Please could I ask you to be extra careful and not interact with cats/dogs when coming to/from school.

- We currently have two vacancies live at the moment. We are looking for a Midday Supervisor to join our lunchtime team and a cleaner to join our afterschool site team. Please visit <https://www.oldtowninfantschool.co.uk/vacancies/> for more information.
- If you arrive at school after the gates have been locked, please enter through the main office.
- Please can all items of clothing including: School uniform, hats, coats, PE kit, lunch boxes, drink bottles etc. be clearly named. It makes it much easier to reunite them with the right person if they are lost.
- Please remember to send in a coat each day – the weather is currently unpredictable.

Key dates

- Whole School 'Getting to Know You' sessions: Thursday 25th September 2025
- Half Term: Monday 27th October to Friday 31st October 2025.
- Parents Evenings: Tuesday 18th and Thursday 20th November 2025
- Christmas Fayre: Saturday 29th November 2025. Time TBC
- Reception Nativity: Monday 15th December 2025, 0915am
- Year 1 and 2, 'An Old Town Christmas' at St James' Church: Tuesday 16th December 2025
- Trip to Lighthouse Pantomime: Wednesday 17th December 2025
- Visit from Santa: Thursday 18th December 2025
- End of Term at 1315: Friday 19th December 2025
- Health Week: Week commencing 14th April 2026
- Sports Day: Friday 17th April 2026: Nursery and Reception (am), Year 1 and 2 (pm)
- Old Town Community Picnic: Friday 1st May 2026, 1200-1400



Old Town Infant School and Nursery

Code of Conduct for Schools and Parents & Carers

Working together to create a respectful and inclusive environment for all members of our school community

This is how we will work together to ensure that relationships between school and parents are positive and purposeful	
Parents and carers will...	The school will...
<p>Ensure that all interactions with the school community are respectful and courteous</p> <ul style="list-style-type: none"> • Work in partnership with staff in the best interests of our children • Speak in a way which is respectful and appropriate for a school setting • Show respect and courtesy to <u>all</u> members of the school community • Ensure that discussions with staff and others are not recorded without agreement • Ensure that social media posts are: <ul style="list-style-type: none"> ○ Respectful of the school and everyone associated with it ○ Thoughtful about children's safeguarding • Remember that schools keep all written communication (including email), so will think carefully about what is appropriate. <ul style="list-style-type: none"> ○ Keep it polite and courteous ○ Avoid sending emails outside of normal working hours ○ Understand that you may not receive an immediate response; in term time we will respond as quickly as we can and typically within 48 hours ○ Avoid using the email address of individual staff who may be busy or at home with their families. It is better to use a class email address or the school office email: it will be forwarded to the right person at the right time. ○ Avoid sending frequent and lengthy emails ○ Remember emails are only monitored during school days and term time • Avoid bringing onto site inappropriate items: vapes, alcohol, weapons • Remember that only assistance and approved therapy dogs are allowed inside school grounds - all other dogs must wait outside or if small enough, can be carried. <p>Horses/ponies are not allowed on the school site.</p>	<ul style="list-style-type: none"> • Ensure that all interactions with parents are professional, courteous and respectful. • Make certain that staff model the behaviour they expect from parents, whether that is in-person or in writing. <p>This is what a parent can do if they think the school is not getting it right</p> <ul style="list-style-type: none"> • Remain calm and respectful • Approach the right member of school staff to help resolve any issues of concern • Raise concerns informally with the Headteacher or a senior member of staff if things are not resolved • Seek a peaceful solution to all issues • Seek to balance a child's version of events with the school's view • Use the complaints policy if you need to – but try everything else first <p>This is what the school will do if they think a parent is not getting it right</p> <ul style="list-style-type: none"> • Informally reminding parents of this code of conduct • Issuing more formal reminders and, if necessary, a formal warning • Restricting a parent's access to school staff (in-person and/or in writing) • Restricting a parent's access to the school site - taking formal external advice e.g. Local Authority, Police, Legal



"Children at the heart of everything we do"

Broadening Horizons Together