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Newsletter 1 September 2026

Term dates for the Autumn Term

Please note these are correct at the time of sending this newsletter, they are subject to change only if necessary
Please keep these dates safe! New dates since the newsletter at the end of last term are highlighted in yellow.
Sadly, the picky eaters course is now unable to be run by the adult learning team but others should still go ahead.

Date	Infant School	Junior School
Friday 11th September	Year 1&2 Gruffalo Granny Webinar	
Tuesday 15th September		Year 6 Height & Weight Checks
Tuesday 15th September	UEA Archery visit for selected Year 1 children	Year 3 Egyptian Day (Details to be shared by Year 3 team on dojo)
Wednesday 16th September	UEA Archery visit for selected Year 2 children	
Monday 21st September 2-3pm	**Phonics information session** for Year parents and carers	
Monday 21st September		**Year 3 Individual & Junior Sibling Photos** - please send children in school uniform (bring PE kit in bag if necessary)
Monday 21st September	**Federation Sibling Photos** - please send children in school uniform (bring kit in bag if necessary)	
Tuesday 22nd September		**Year 4/5/6 Individual Photos** - pleas send children in school uniform (bring PE kit in bag if necessary)
Tuesday 22nd September 9-11am	**A place to grow** session for parents and carers with the adult learning team. How to grow positive patterns for attendance. Junior school new hall. Further information to follow. All welcome	
Monday 28th September 2-3pm		**Accelerated Reader information session** for parents/carers in **Years 6**
Monday 28th September 9-11 am	**Supporting behaviour together.** Session open to all parents and carers. Run by the adult learning team looking at how you can support positive behaviour with your child at home. Junior new hall. Further information to follow. **This is a 3 week course**	

Date	Infant School	Junior School
Tuesday 29th September	Wycomb Farm visit to see Year 1	
Wednesday 30th September	**Infant assembly** on food waste and recycling with Breckland Council	
Monday 5th October	**Year R/1/2 Individual & Infant Sibling Photos** - please send children in school uniform (bring PE kit in bag if necessary)	
Wednesday 7th October		**Year 4 Roman Day** – more details to follow on dojo from Year 4 team
Thursday 8th October		Netball competition for selected children in years 5 and 6
Thursday 9th October	**Year 2** Norman History day with visitor	
Tuesday 20th October		Cross country event for selected children in Years 3-6 at Langley Prep
Wednesday 21st October 9.15 - 10.45am	**Reception Autumn learning morning** - one parent / carer per child	
Thursday 22nd October from 2pm onwards	**Harvest activity learning sessions for one parent/carer per child in Years 1-6 -** Drop in and join us for some harvest learning and activities from 2-3pm at Infants and 2-3.15pm at Juniors.	
Thursday 22nd October	**School closes at 3.15pm infants and 3.25pm Juniors** for the Half Term Break	
Monday 2nd November	**Schools reopen at 8.40 am** for all children	
Monday 2nd November	**Raising resilient children** course for all parents/carers. Help your child to become more resilient and learn to manage disappointment and when things do not go their way! **This is a five week course.** Junior new hall, details to follow.	
Tuesday 3rd November 4pm	Email sent out with booking details for parent consultations. **Booking opens at 4pm**	
Thursday 5th November 9-11am	**English for EAL parents.** If English is your second language, come along and improve your English skills with the adult family learning team. **This is a 6 week course.** Junior new hall. Details to follow.	
Monday 9th November	**Flu vaccinations.** Details to follow nearer the time	
Monday 9th November	Autumn term report cards released via compass app at 4 pm	
Thursday 12th November	**Parent consultations** on line all year groups	
Monday 16th November	**Parent consultations** on line all year groups	
Tuesday 17th November	Multi sports festival at Easton Tennis Centre for selected Year 1-4 children	
Friday 20th November	**Flu Vaccination Mop-Up sessions** (Juniors am / Infants pm)	
Tuesday 24th November 9.15 - 11.15	**Pre school activity morning** for children starting school in September 2027	
Friday 27th November		Panathlon ten pin bowling at NAMCO for selected Year 3-6 children
Monday 30th November	Email sent to parents to order a **Christmas Lunch** for the 16th December. **All bookings must be received by 12 noon on Wednesday 9th December**	
Thursday 3rd December		Dodgeball competition at UEA sportspark for selected Year 5-6 children

Date	Infant School	Junior School
Friday 4th December 9.15	Infant Rocksteady concert for parents and carers. Rocksteady will share details nearer the time	**Year 4** dress rehearsal at 9.15 am for parents/carers who cannot attend on the 7th December
Monday 7th December		**Year 4** Christmas Concert for parents and carers at 9.15am **Year 5** dress rehearsal at 2pm for parents/carers who cannot attend on the 8th December
Tuesday 8th December		**Year 5** Christmas concert for parents and carers at 9.15am **Year 6** dress rehearsal at 2pm for parents and carers who cannot attend on the 9th December
Wednesday 9th December	**Year 2** dress rehearsal at 10.45 am at JUNIORS for parents and carers who cannot attend on the 14th December	**Year 6** Christmas concert for parents and carers at 9.15am **Year 3** dress rehearsal at 2pm for parents and carers who cannot attend on the 10th December
Wednesday 9th December	**Booking closes at 12 noon** for Children's Christmas lunches	
Thursday 10th December	**Year 1** dress rehearsal at 2pm at JUNIORS for parents/carers who cannot attend on the 11th December **Reception** Dress rehearsal at 2pm at Infants for those who cannot attend on the 15th December	**Year 3** Christmas concert for parents and carers at 9.15 am
Friday 11th December	**Year 1** Christmas concert for parents and carers at JUNIORS **Year 1** Christmas party pm	
Monday 14th December	**Year 2** Christmas concert for parents and carers at JUNIORS **Year 2** Christmas party for children pm	Christmas party for **Year 6** children New Hall Christmas party for **Year 5** children Main Hall
Tuesday 15th December	**Reception** Christmas concert for parents and carers at INFANTS **Reception** Christmas party pm	Christmas party for **Year 3** children Main hall Christmas party for **Year 4** children New Hall
Wednesday 16th December	**Federation Christmas Lunch for Children.** Must be pre booked.	
Wednesday 16th December		**Junior Rocksteady** concert 9.15 am
Thursday 17th December	**Christmas entertainment for all children across the day in the Juniors New Hall** **Includes balloon and magic shows provided by 'Go Awesome' entertainment.** Each show is lively, age-appropriate, and packed with fun. The children can expect a warm, high-energy atmosphere with plenty Laughter, Wonder, and audience participation — the kind of experience that feels like a real Christmas Celebration in school. 9.15 - 10 Years 2 and 3 10.15 - 11 Years Reception and 1 11.15 - 12 Years 4 and 5 1.30 - 2.15 Year 6	

Date	Infant School	Junior School
Friday 18th December	**School closes at 3.15pm infants and 3.25pm Juniors** for the End of Term Break	
Tuesday 5th January	Schools **reopen at 8.40 am** for the Spring term for all children	

Welcome Back!

It has been lovely to welcome all our children back, as well as meeting all of our new reception children and those who have joined us in other year groups.
We are so pleased with how they are settling in and showing us politeness, kindness and a positive attitude to learning.
Thankyou to all the parents and carers who have done such a great job in getting their children ready to return to school.
There are always adults at the gate to help those who may need a little extra support, so please do ask directly. If we are all busy with children you may have to wait a minute or two so thank you for your patience with this.
Our aim is to support the children to become independent and confident individuals throughout their time with us so they are ready for their next steps. By working together we can do this. We look forward to another exciting year ahead.

This newsletter has lots of information on it as a reminder for all families if needed and to support our new families. You can find the answers for most questions on our website, but if we have missed anything, please do let us know!
https://www.toftwoodfederation.co.uk/

Please remember **your first port of call for day to day questions about your child is the class teacher and you can contact them on dojo**. However, they are teaching during the day and do not check this in teaching time as they want their full attention on the class and teaching. If the matter is urgent, then please see one of us on the gates or contact the office and we will deal with this as quickly as possible. You can also let the office know if you need to speak to anyone else and they will arrange this for you if appropriate.

If you have a **safeguarding concern** about your child or another child, then please see one of our Senior Leadership Team (myself, Mrs Bell, Miss Morgans or Mrs Rudd) or Mrs Bates, our family support worker.
Mrs Bates works on Mondays, Wednesdays and Thursday and can be contacted at the Junior School or via email at familysupport@toftwoodfederation.co.uk Mrs Bates can help with parenting challenges, sleep, behaviour, housing, debt and any other issue you may be facing that is challenging for your family. You are not alone, we are here to help as best we can.

If your child is absent, then please ring the office directly and leave a message. The answerphone is on when schools are closed so we will pick up a message. To avoid us having to ring, please do not send absence messages on dojo.

Christmas Concerts

We work hard to ensure all children get to take part in a Christmas Concert at our Federation and that we let you know the dates well in advance so you can book time off work if required. The dates are shared above.
It is an enormous challenge to do this with so many children and families so we have the following in place to ensure the children can perform at their best and be heard by the audience with no distractions. We also have space limitations to be mindful of.
Performances/concerts are strictly **2 adults per child and no younger children.**
Dress rehearsals are a more relaxed performance and can be attended by adults who have **no childcare** for the main performance and you **can bring your younger child/children** with you if needed.
It remains two adults per child, you cannot have 2 for the dress rehearsal and another two for the main performance so we can be fair to everyone and have enough space. We keep a register of how many adults attend over the two days so please be mindful of this as if your child has had two adults for the dress rehearsal we will have to refuse entry to anyone else on the main concert day.
Thankyou for your understanding, we look forward to another year of fabulous performances.

School Lunches

Just a reminder that at **Juniors** a child cannot order a school lunch unless there is enough credit on their account, so please make sure you have done this. We all forget sometimes, so if your child has no money on their account we will need to phone you and ask for payment with a card over the phone before they can order their lunch on that day.
If you apply for **free school meals** and they are awarded, then you still have to pay for all lunches taken **up until the date they are awarded.**
If you are eligible for means tested free school meals, then please do apply.
Your child is eligible if your household income is less than £7400 and you receive certain benefits also including:

- Income Support
- Income-based Jobseeker's Allowance (JSA)

- Income-related Employment and Support Allowance (ESA)
- Guarantee element of Pension Credit
- Child Tax Credit (provided you do not also receive Working Tax Credit and have an annual gross income under £16,190)
- Working Tax Credit run-on (paid for 4 weeks after you stop qualifying for Working Tax Credit)
- Support under Part VI of the Immigration and Asylum Act 199

Your child is also now eligible if your household gets **universal credit**, **regardless of your income**. Please do apply even if your child gets an Infant Free School meal or may never have a school meal as this opens up to other areas of funding and support. Any questions or for help applying please just ask is Morgan or Mrs Evans in the school offices.
You can **apply at the following link** or come to the office and we will help you apply.
https://www.norfolk.gov.uk/38166

Celebrations Boards

In the hall at both Infant and Junior School we have a celebrations board. This is where we celebrate the achievements of the children outside of school. Each class has a space on the board, so we would like parents to dojo the teachers with any special achievements their children have outside of school along with a photo.

End of the Day

Our priority at the end of the day is to **hand over the children safely** to a safe adult. Can we please ask you to wait in the two lines for your child's class and we will hand your child over to you when you reach the front of the line.
Please **do not stand to the side and call a child from the line**, we need to ensure we see them all across safely. If you are waiting at the gate because you maybe have a dog with you, then we will hand your child over once we have dismissed all of the children in the queue first.
If your child is being collected by someone not on your collection list, we will not let them go unless you have let us know and given permission. Please contact the office if this is the case and they then write it in our end of day book for each class.
Thankyou for working with us to keep the children safe.

Compass Notifications

Both schools use compass as our management information system and parents need to get the app to receive information from us.
All treated First Aid incidents will be sent to you through compass.
However **you do have to enable push notifications for this otherwise you will just receive an email.**
Please ensure you have push notifications enabled to receive this information. This will ensure all notifications come to you directly.
If you have any issues with the app, please come into the office and we will support you with this.

Using Class Dojo Safely – A Reminder for Parents and Carers

Class Dojo is a fantastic tool for staying connected with your child's learning and celebrating their achievements. It allows teachers to share updates, photos, and messages directly with families. However, it's important to use the app safely and ensure your privacy settings are secure.
To help protect your personal information, we recommend checking the following settings:

- **Profile Visibility**: Make sure your profile is only visible to your child's teacher. Other parents should not be able to see your name, photo, or any personal details.
- **Photo Sharing**: If you upload a profile photo, consider using a neutral image rather than a personal photo.
- **Notifications**: Adjust your notification settings to suit your preferences and avoid sharing updates publicly.
- **Messaging**: Use the messaging feature to communicate directly with your child's teacher. Avoid posting personal information in class-wide comment sections.

If you're unsure how to check or update these settings, you can visit the Class Dojo Help Centre.
We want all families to feel confident using Class Dojo as a safe and secure way to stay involved in school life. Thank you for helping us keep our school community respectful and protected.

PE and Uniform

We have been speaking about why we wear school uniform in our assemblies. It gives us all a sense of belonging and identity and ensures our focus can be on our learning and not what we are going to wear to school.
We talked about other professions and how when we get a job there may be a uniform or certain clothes we have to wear. The uniform doesn't make us learn any better or be better at your job, but it is a rule to follow. Respecting school rules is part of being a member of our school community, and by working together and everyone doing the right thing everyone knows expectations and is treated fairly. We want to prepare our children for High School and the world of work and college beyond and society and these places all have rules.
Just a few reminders:
One pair of stud earrings only. No hoops or 'dangly' earrings please.
No earrings for PE. They must be removed and not taped.

No cycling shorts or leggings for PE. PE clothing should be logo free and plain.
No leggings for school uniform or jogging bottoms.
Analogue watches only. No digital watches or fitness trackers.
Long hair to be tied back for PE.
Please see the website link for a full information on regular uniform and school uniform.
https://www.toftwoodfederation.co.uk/parents/school-uniform/
We have a large range of pre loved uniform available, and Mrs Knox deals with this from the Juniors. It is all checked for quality and then washed before we pass it on. All items are £2 with polo shirts being £1. You can also do a uniform swap if you bring in uniform that is too small for your child. You can then swap it, if we have it, for the correct size.

Safe Parking Around School – Keeping Children Safe
We kindly ask all parents and carers to park safely and responsibly when dropping off or collecting children from school. Parking on **zigzag lines**, **double yellow lines**, or in unsafe spots near the school gates puts children at serious risk and may result in fines or penalties.
safe and make the school environment calm and welcoming for everyone.

Could You Be a School Governor?
We are currently looking for individuals who may be interested in joining our **Governing Body**. This is a rewarding opportunity to support the Federation and help shape its future.
The role of a school governor involves:

- Supporting the **strategic** direction of the school
- Asking thoughtful questions and offering guidance
- Helping ensure the schools provide high-quality education and care
- Attending meetings and working collaboratively with school leaders

You don't need to be an education expert—just someone who cares about children's learning and wellbeing. Skills in areas such as finance, HR, health and safety, or community engagement are especially valuable, but not essential.
This opportunity is open not only to parents and carers, but also to **wider family members** or anyone in the community who would like to contribute.
If you're interested or would like to find out more, please contact the school office. We'd love to hear from you!

Biking to School
We know some children, especially in Years 5 and 6, want to bike to school to increase independence and get them ready for High School. If your child wishes to cycle, then you need to fill in a cycling permission form, available from the website or by request from the office.
https://www.toftwoodfederation.co.uk/parents/useful-forms/
We have some rules around this to promote safe cycling:
A **helmet** must be worn
We cannot accept responsibility for any loss or damage to the bikes whilst left at school (The cycle sheds are not secure, you may wish to provide a lock)
You will be issued with a bike permit which should be attached to your child's bike
Scooters are not permitted
If your child bikes, you are confirming your child is safe to do so and is aware of how to stay safe on the road. In the mornings, if cycling to Junior School can they please come into the year 3 entrance and wait there to avoid blocking the path for others.

Mobile Phones in School
Only children in Years 5 or 6 can bring their mobile to school if they are walking to or from school alone. They should not be brought for any other reason.
These mobiles must be switched off once they reach the school gate and placed in the class box when they get into school. The boxes are then kept in the office during the day and then returned to the classes at the end of the day.
Please remind your child of this rule and the consequences for not following it which would mean confiscation of the phone and a parent needing to come and collect it. This is in line with High School expectations.
Can we also just remind parents and carers that mobile phones should not be used in the school buildings, including at open afternoons and concerts as this breaches expected Government safeguarding processes. Mobiles should be turned off and kept out of sight whilst in school.
Please do not film children and families on the school run or on the playground. They have a right to privacy. Some of our children have court orders around them and filming or sharing their photos on line could put them at risk.
Thankyou for your support with safeguarding our children and families.

We hope this information is useful and look forward to celebrating what the children have been doing in our next newsletter