



Things for Parents/Carers to Know!

Roles and Responsibilities of the Senior Leadership Team (SLT):

Due to the size of Kingsholm, we must define our roles in order to make sure that we can operate as effectively as possible:

Mrs Matthews (Headteacher): is responsible for whole-school organisation, strategy and development of the school.

Mrs Potter (Deputy Headteacher): is responsible for overseeing the day-to day running of Key Stage 2. Mrs Potter is also the **Designated Safeguarding Lead**.

Mrs Hanson (Deputy Headteacher): is responsible for overseeing the day-to day running of Nursery, Reception and Key Stage 1.

Mr Edwards (Assistant Headteacher): is responsible for overseeing the curriculum.

Mrs Bennett (SENCo): is our Special Educational Needs and/or Disabilities Coordinator.

The SLT are supported by our extended leadership team; Year Group Leads, Miss Field (Pupil & Families Enrichment Manager), Mrs Fowke (Headteacher's PA), Mr Baldock (Site Manager) and Ms Doncaster (School Business Manager).

Communication:

So we can keep Kingsholm running as effectively as possible, it is crucial that any queries or concerns are directed to the right people:

- **Your child's Class Teacher should be the first port-of-call for any queries or concerns.** They will then escalate any necessary issues to their Year Group Lead or Senior Staff.
- After you have spoken with your child's Class Teacher/Learning Partner, should you need to raise your query or concern, please contact either Mrs Potter (KS2) or Mrs Hanson (EYFS/KS1) or, if it is an SEND related query, to Mrs Bennett.
- **Please do not 'cc' senior staff into email queries!** You can imagine how unmanageable inboxes could become if 630 families did so. This will hamper our ability to make sure that the school runs effectively.
- Any queries relating to catering, finance etc should be directed to the admin team.

We will be circulating the newsletter which will be sent via SchoolPing and a copy will be added to the School Webpage to keep you posted with all the 'goings-on' at Kingsholm. This will be shared with you on a fortnightly basis rather than every month to keep you up to date.

Please make sure that you are signed-up to Class Dojo and SchoolPing and check them regularly for messages.

Our Kingsholm Family, diverse, curious and kind, supporting and inspiring each other to reach our goals and shine.



Safeguarding:

Designated Safeguarding Lead and Deputies

If you think a child is in immediate danger you should call 999

Safeguarding is everyone's responsibility at Kingsholm C of E Primary School and Nursery. There are however key people which include the Designated Safeguarding Lead (DSL) which is Mrs Luisa Potter, the Deputy Headteacher and the Deputy DSLs. If you are concerned about a child any of these people can be contacted at school.



Mrs Luisa Potter

Designated Safeguarding Lead



Mrs Cathy Pascoe

Deputy Designated Safeguarding Lead



Mrs Steph Mathews

Deputy Designated Safeguarding Lead



Mrs Hayley Hanson

Deputy Designated Safeguarding Lead



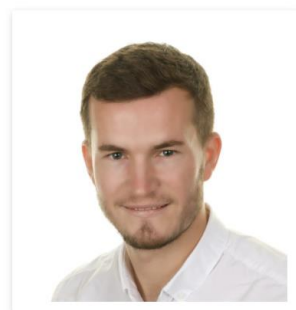
Miss Tracey Gordon

Deputy Designated Safeguarding Lead



Ms Debbie Herridge

Deputy Designated Safeguarding Lead



Mr John Edwards

Deputy Designated Safeguarding Lead

If you have any concerns about the safety or well-being of a child, please speak to our safeguarding team without delay.

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Walking the Kingsholm Walk:

Last week, I met with the children and staff during worship. They were amazing at identifying all the things that Kingsholm stands for; love, care, respect, community, perseverance, honesty, great learning (the list was plentiful!).

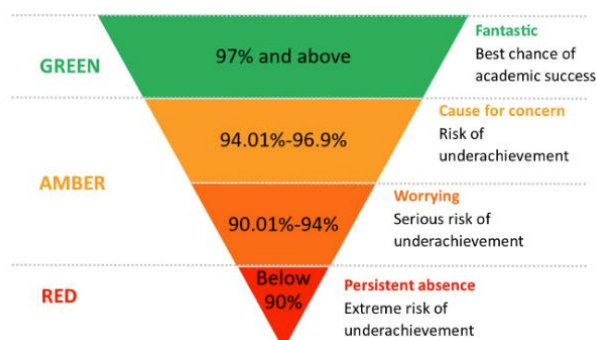
We reminded the children about the things we expect of them – the **3 Bs – Be Respectful, Be Safe and Be the Best you can Be.**

We talked about the difference between 'talking the talk' –saying the things we stand for, and 'walking the walk' – living those things out in all of our actions.

Over the coming half term, we will be reviewing our behaviour policy and how we can continue to support our children to self-regulate and manage their feelings and emotions. However, our 3Bs expectations will remain the same. We ask for your full support in reiterating the 'Kingsholm Walk' message and your commitment to making sure that children are able to learn well and feel safe during their time at school.

Attendance Matters!

Improving attendance is a key target for us this year. **Being absent from school seriously impacts on your child's life chances and future success.** Holidays in term time will not be authorised unless there are exceptional circumstances. Please ensure your child attends regularly and on time.



Morning Gates

Please note that school starts at 8.50am! From Wednesday 13th September, the morning gates will open at 8.40am and will be closed at 8.50am to ensure that pupils arrive at school in time for the register and a prompt start to learning. Any pupils arriving at school after 8.50am will need to go through the Main Office and will be considered as late.

Final reminder - Safety First!

A polite reminder about drop-offs and pick-ups...**DO NOT STOP OR DROP ON THE YELLOW ZIG ZAG LINES! They are there to keep your children safe.** Staff on the school gate have a duty of care to prioritise pupils' safety and will note the registration numbers of any illegally parked/stopped vehicles and report to Gloucestershire Police if necessary.

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