

Seghill First School



Information for parents and carers September 2024



Term dates and holidays

Seghill First School term dates 2024 - 2025

Training days

Monday 02

September 2024

Tuesday 03

September 2024

Monday 06

January 2025

Friday 11

April 2025

August 2024							
wk	Mo	Tu	We	Th	Fr	Sa	Su
31				1	2	3	4
32	5	6	7	8	9	10	11
33	12	13	14	15	16	17	18
34	19	20	21	22	23	24	25
35	26	27	28	29	30	31	

September 2024							
wk	Mo	Tu	We	Th	Fr	Sa	Su
35							1
36	2	3	4	5	6	7	8
37	9	10	11	12	13	14	15
38	16	17	18	19	20	21	22
39	23	24	25	26	27	28	29
40	30						

October 2024							
wk	Mo	Tu	We	Th	Fr	Sa	Su
40		1	2	3	4	5	6
41	7	8	9	10	11	12	13
42	14	15	16	17	18	19	20
43	21	22	23	24	25	26	27
44	28	29	30	31			

November 2024							
wk	Mo	Tu	We	Th	Fr	Sa	Su
44					1	2	3
45	4	5	6	7	8	9	10
46	11	12	13	14	15	16	17
47	18	19	20	21	22	23	24
48	25	26	27	28	29	30	

December 2024							
wk	Mo	Tu	We	Th	Fr	Sa	Su
48							1
49	2	3	4	5	6	7	8
50	9	10	11	12	13	14	15
51	16	17	18	19	20	21	22
52	23	24	25	26	27	28	29
1	30	31					

January 2025							
wk	Mo	Tu	We	Th	Fr	Sa	Su
1			1	2	3	4	5
2	6	7	8	9	10	11	12
3	13	14	15	16	17	18	19
4	20	21	22	23	24	25	26
5	27	28	29	30	31		

February 2025							
wk	Mo	Tu	We	Th	Fr	Sa	Su
5						1	2
6	3	4	5	6	7	8	9
7	10	11	12	13	14	15	16
8	17	18	19	20	21	22	23
9	24	25	26	27	28		

March 2025							
wk	Mo	Tu	We	Th	Fr	Sa	Su
9						1	2
10	3	4	5	6	7	8	9
11	10	11	12	13	14	15	16
12	17	18	19	20	21	22	23
13	24	25	26	27	28	29	30
14	31						

April 2025							
wk	Mo	Tu	We	Th	Fr	Sa	Su
14		1	2	3	4	5	6
15	7	8	9	10	11	12	13
16	14	15	16	17	18	19	20
17	21	22	23	24	25	26	27
18	28	29	30				

May 2025							
wk	Mo	Tu	We	Th	Fr	Sa	Su
18				1	2	3	4
19	5	6	7	8	9	10	11
20	12	13	14	15	16	17	18
21	19	20	21	22	23	24	25
22	26	27	28	29	30	31	

June 2025							
wk	Mo	Tu	We	Th	Fr	Sa	Su
22							1
23	2	3	4	5	6	7	8
24	9	10	11	12	13	14	15
25	16	17	18	19	20	21	22
26	23	24	25	26	27	28	29
27	30						

July 2025							
wk	Mo	Tu	We	Th	Fr	Sa	Su
27		1	2	3	4	5	6
28	7	8	9	10	11	12	13
29	14	15	16	17	18	19	20
30	21	22	23	24	25	26	27
31	28	29	30	31			

Key							
21	UK Bank Holidays						

Key							
	School holidays						

Key							
	Staff training days						



School meals

School meals

School meals cost **£2.40** per day.

Meals should be paid for on **School Gateway**. We do not

accept cash payments for school meals.

Children in Reception, Year 1 and Year 2 do not pay for their meal as it is paid for by the Universal Infant Free School Meal scheme.

Children can have a packed lunch if they don't want a school meal.

Seghill First School First School Menu September 2024

Week One	Monday	Tuesday	Wednesday	Thursday	Friday
Chef's choice	Pork meatballs in homemade tomato sauce served with pasta and garlic bread	Homemade cheese and tomato pizza served with chips and beans *mixed salads available	Pasta Bolognese served with garlic bread and sweetcorn	Sweet chilli chicken wrap served with mini hash browns and sweetcorn	Oven baked fish served with chips and beans
Sweet choice	Homemade shortbread biscuit or fresh fruit	Raspberry muffin or fresh fruit	Ice cream pot or fresh fruit	Iced sponge finger or fresh fruit	Chocolate sponge served with custard or fresh fruit

Week Two	Monday	Tuesday	Wednesday	Thursday	Friday
Chef's choice	Oven baked sausages served with mashed or roast potatoes and carrots	Homemade cheese and tomato pizza served with mini hash browns *mixed salads available	Beefburger in a bun served with chips and *mixed salads available	Roast chicken served with Yorkshire pudding, oven baked roast potatoes and vegetables	Chicken goujons served with chips and baked beans
Sweet choice	Cookie or fresh fruit	Ice cream sponge or fresh fruit	Homemade shortbread biscuit or fresh fruit	Homemade chocolate brownie or fresh fruit	Marble sponge served with custard or fresh fruit

Jacket potatoes and a range of fillings will also be cooked to order each day. Children should ask their class teacher for a jacket potato during registration.



School organisation

Timings

Doors open for drop off at 8:45am and are closed at 8:50am (8:30am for 30 hour Nursery children).

15 hour Nursery children leave at 11:45am.

Doors open for collection at 3:15pm.

30 hour Nursery children leave at 1:15pm on Wednesdays.

Year 4 Blue class

Mrs Lyons

Year 3 Purple class

Mrs Watson and Mrs Thomas

Year 2 Green class

Miss Winter

Year 1 Red class

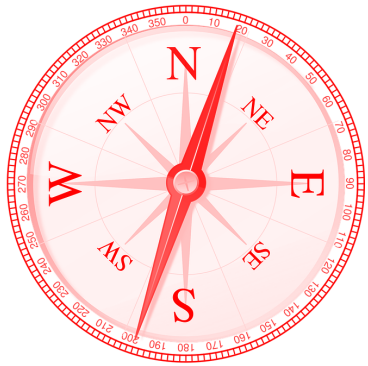
Mrs Bell

Reception Yellow class

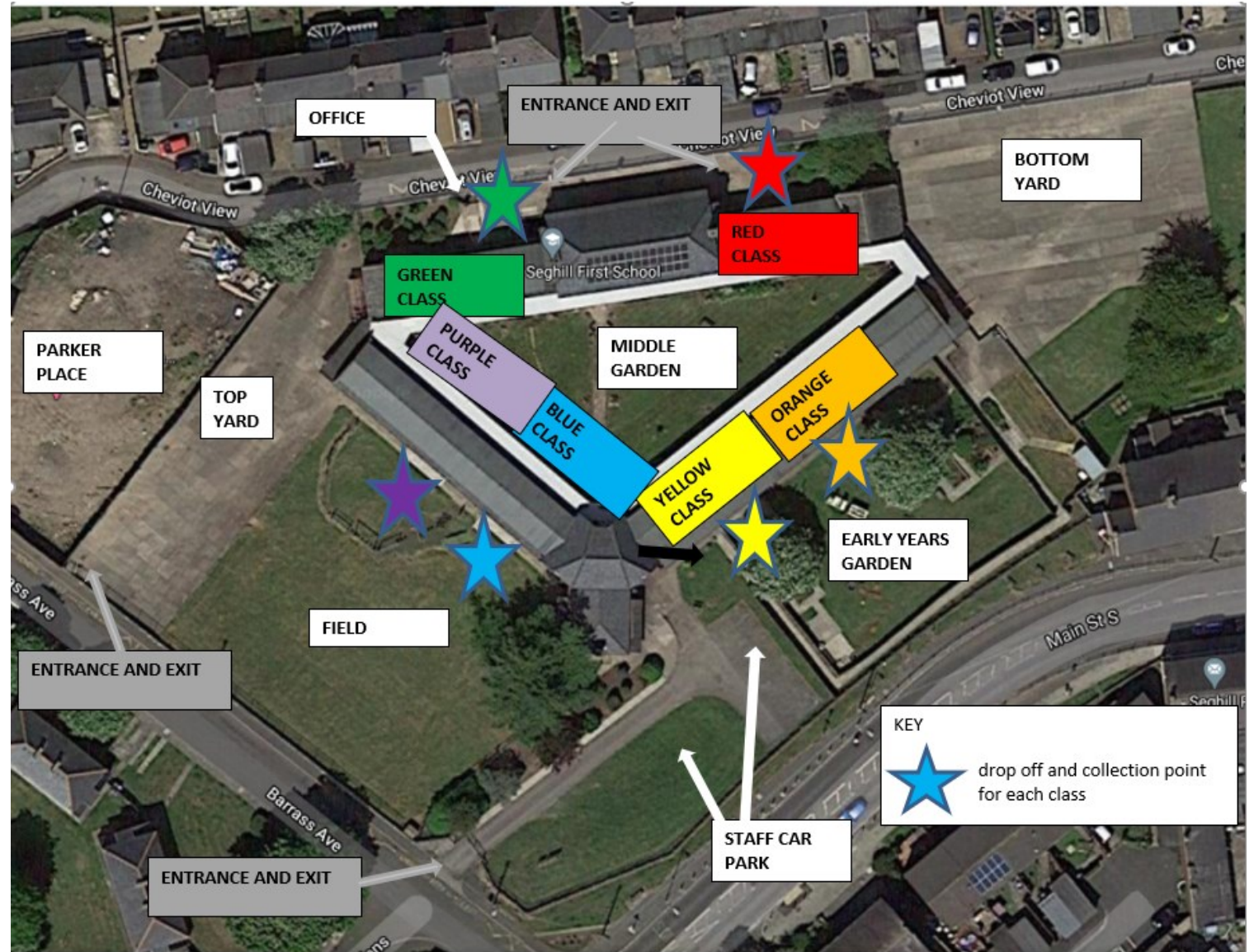
Mrs Kembrey

Nursery Orange class

Mrs Askew



School map





Telephone

0191 237 0419

Email

schooladmin@seghillschool.co.uk

Send us a text

via School Gateway

Facebook

<https://www.facebook.com/seghillschool>

School website

[Seghill First School - Home](#)

Contact information

Mrs Lyons

amanda.lyons@school360.co.uk

Mrs Watson / Mrs Thomas

sarah.watson1@school360.co.uk
melissa.thomas3@school360.co.uk

Miss Winter

lucy.winter@school360.co.uk

Mrs Bell

anna.bell1@school360.co.uk

Mrs Kembrey

sarah.kembrey@school360.co.uk

Mrs Askew

hannah.askew@school360.co.uk



Other items can be bought from the **school office**– book bags, water bottles etc.

Children are not required to wear or have any items with the school badge.

Pre-loved uniform is available from the school office.

Children may wear one pair of stud earrings and a watch. No other jewellery please.

School uniform

School uniform

Red sweatshirt or cardigan*

White polo top

Black or grey trousers, skirt or pinafore

Black shoes

PE kit

Red sweatshirt or cardigan*

White polo top or plain white t-shirt

Black or navy shorts, joggers or leggings

Trainers

Please wear PE kit to school on PE days

*with the school badge can be bought from the school office.

Safeguarding



The Designated Safeguarding Lead (DSL) is **Miss Chappell**.

The Deputy Designated Safeguarding Lead is **Mrs Bell**.

The Special Educational Needs Co-ordinator is **Mrs Kembrey**.

If you are **worried about a child**, please let us know straight away. You can speak to any adult in school, who will pass your concerns to Miss Chappell.

You can speak to Miss Chappell before or after school in **person**, or by calling the school office on **0191 2370419**.

You can email the **school admin email address** letting us know your concerns.

Alternatively, you can ring **07785 180484**. This number is for **urgent safeguarding concerns** and not for general enquiries.



Attendance and punctuality

Leave of absence during term time

Leave of absence during term time will not be authorised unless **evidence of exceptional circumstances** is provided and accepted.

A **leave of absence during term time form** must be completed and submitted at least 2 weeks before the absence date

If your child is not well enough to be at school, please contact us on the **first day of absence** by telephone, (see page 7). We do not accept texts or emails regarding the first day of absence.

We need to know why your child is not at school and when you expect them to return to school.

Please make sure your child is dropped off and collected **on time** from their classroom door. Arriving late and being collected late is distressing for the children.

Children will not be allowed to leave the classroom to meet parents parked on Barrass Avenue.



Illness and medication

If you are **worried** about your child's health, please make an appointment to see your child's class teacher.

We will work with you to devise an action plan and will help you with a referral to other agencies if this is needed.

If your child requires 4 doses of medicine each day, we will administer one dose in school. Please fill in a **medicines in school form** and bring the completed form and the medicine to the **school office**. Class teachers cannot accept medication.

If your child requires 3 doses of medicine each day, please administer all 3 doses at home.

If your child uses an **inhaler**, this will be kept in the school office (unless otherwise agreed). A member of staff will supervise your child while they use their inhaler and this will be recorded in their medical file.



Supporting your child

We really appreciate it if you support your child at home to complete homework and read with them regularly.

Homework and spellings given out every **Friday** and should be completed and returned by the following **Wednesday**. Please see your child's class teacher if you have any difficulties.

We will explain our expectations about **reading at home** with your child at our termly **class coffee mornings**.

All parents and carers are invited to our **celebration assembly** on the last day of each half term.

Meetings with class teachers

Autumn term 2024 meetings

Monday 21 October from 3:30pm
or Wednesday 23 October from
2:30pm.

Spring term 2025 meetings

Tuesday 01 April from 3:30pm or
Wednesday 02 April from
2:30pm.

Summer term

You will be provided with a
written report on your child's
progress and achievements



Throughout the year we have a range of **fundraising events** organised by the fundraising committee.

We use the money from fundraising activities to subsidise all school visits and provide treats and opportunities for our children.

We also take part in national fundraising events.

Fundraising

Wear denim for Jeans for Genes Friday 20 September
Macmillan coffee morning Friday 27 September from 9:00am

Children in Need Friday 15 November

Christmas fayre Friday 13 December from 3:15pm

Film night Wednesday 18 December 3:15pm for Years 1 to 4

Non uniform for school funds Friday 21 February

World Book Day book sale and coffee morning at 9:00am

Thursday 06 March

Mother's Day lunch Thursday 27 and Friday 28 March

Games night Wednesday 21 May from 3:30pm for Years 1 to 4

Non uniform for Seghill Gala Friday 23 May

Father's Day lunch Thursday 12 and Friday 13 June

Summer fayre Tuesday 15 July from 3:15pm

Other information



Class assemblies

Year 4 Tuesday 08 April at 9:00am

Year 3 Monday 12 May at 2:45pm

Year 2 Thursday 05 June at
2:45pm

Year 1 Wednesday 18 June at
9:00am

Nursery and Reception Friday 04
July at 9:00am

Class coffee mornings and afternoons

Nursery and Reception Friday 13 September 9:00am,
Wednesday 15 January 2:30pm and Tuesday 06 May
9:00am.

Years 1 and 2 Thursday 12 September 9:00am, Tuesday
14 January 2:30pm and Wednesday 07 May 9:00am.

Years 3 and 4 Wednesday 11 September 9:00am, Mon-
day 13 January 2:30pm and Thursday 08 May 9:00am.

Celebration assemblies

Friday 25 October at 2:30pm, Friday 20 December at
9:00am, Friday 21 February at 2:30pm, Thursday 10
April at 9:00am, Friday 23 May at 2:30pm and Friday 18
July at 9:00am



Staff details

Lunchtime supervisors

Mrs Baptie

Mrs Jose

Mrs Mullen

Caretaker and cleaning team

Mr Ruler

Mrs Collier

Miss Petrie

Mrs Askew

Mrs Kembrey

Mrs Jose

Miss Welton

Mrs Bell

Mrs Ellison

Miss Winter

Mrs Miller

Mrs Thomas

Mrs Watson

Mrs Lyons

Miss Chappell

Miss Best

Nursery teacher

Reception teacher

Learning support assistant

Learning support assistant

Year 1 teacher and deputy head

Learning support assistant

Year 2 teacher

Learning support assistant

Year 3 teacher

Year 3 teacher

Year 4 teacher

Headteacher

Office manager