

Tune in on Tuesday

Wheelwright Lane Primary School Newsletter

Issue 10: 16.11.21

www.wheelwrightlane.warwickshire.sch.uk

Diary Dates

Diary dates for the Autumn Term are shown below and will be included and updated on every newsletter.

18.11.2021 **please note change of date**	Nursery Parents' Day - Nursery staff will allocate discussion times.
18.11.2021	PA Meeting in School 6pm
19.11.2021	Children in Need - wear Pyjamas for £1 PM Y3/4 Benchball competition
26.11.2021	PM Y5/6 Benchball competition
14.12.2021	Nursery to Belgrade Theatre Santa's Magical Mystery Guest (a.m.)
15.12.2021	Christmas Lunch
16.12.2021	R/1/2 to Warwick Arts Centre Christmas Very Hungry Caterpillar (a.m.)
16.12.2021	Yrs3/4/5/6 to RSC Stratford to see The Magicians' Elephant (p.m.)
17.12.2021	St Giles Service 9.30
17.12.2021	School closes for Christmas 2.15
4.1.2022	INSET DAY

INSET Days yet to be set = 1 day

Extra-curricular activities

New groups will be allocated from 1st November

Monday			
Tuesday	Tag Rugby	Y5 & Y6	12.30 - 1.00
	Multiskills	Y4 & Y5 & Y6	3.15 - 4.15
Wednesday	Football	Y3 & Y4	12.30 - 1.00
	Multi-skills	Y1 & Y2 & Y3	3.15 - 4.15
Friday			

Attendance

It is expected that all children will attend school unless they are unwell with the usual illnesses that affect them. If children display Covid-19 symptoms: high temperature, persistent cough and loss of taste and smell then please keep them off school and arrange for a PCR test to confirm if positive or negative. **If Covid is in the household then please keep your children at home and obtain PCR tests for all of the household and only send your child in to school when they receive their negative result.**

School Procedures for Covid cases

The school follows guidance from PHE and the DfE as follows: Children under the age of 18 and those over the age of 18 that have been double vaccinated ARE allowed in school as long as they are well and do not show Covid symptoms. If we have a positive case in school (adult or child) we will identify those who have been in close contact (as in the information leaflet) and let parents/carers know. It will not be necessary to close down whole class bubbles as in the past, pre-vaccination days. We will endeavor to keep children in school as long as we can.

Remote Learning will support those children who are unable to come in to school and your

child's class teacher will contact you regarding work to be completed.

The rate of infection in the area remains extremely high. If you feel safer wearing masks whilst on the school site then please do so - anything that helps keep the rate down will help.

Wraparound

We have a new email just for wraparound. If you have any queries or want to send a message then please use the email below.

wraparound.2@welearn365.com

All correspondence for wraparound should go through this account.

If you wish to use the Wraparound Service please ensure that you complete and return the registration forms required.

Parents Association Meeting

The next Parent's Association meeting will be held in school at **6pm on Thursday 18th November 2021**. If you are able to help support the PA it would be lovely to see you.

Children in Need

This year we would like to help support **Children in Need**. On **Friday 19th November 2021** we would like to invite the **children to come into school wearing pyjamas** in exchange for a £1 donation for Children in Need.

Donations can be made either via PAY360 or the children can bring in £1 in cash on the day.

Christmas Theatre Trips

With Christmas approaching we thought it would be a special treat this year for the children to have a school theatre trip.

On **Tuesday 14th December** our Nursery children will be going to the **Belgrade Theatre** to see '**Santa's Magical Mystery Guest**'.

On **Thursday 16th December:-**

Children in **Reception to Year 2** will be going to **Warwick Arts Centre** to watch '**The Very Hungry Caterpillar**'.

Children in **Years 3 to 6** will be going to the **Royal Shakespeare Company** in Stratford to watch '**The Magician's Elephant**'.

Letters have already been sent out regarding these trips and we would be most grateful if you could pay via PAY360. Thank you.

Christmas Play Scheme

I am pleased to announce that Nuneaton and Bedworth Leisure Trust will be running another sports/arts/craft club at the school from **20th December to 23rd December**. Please see the attached flier for more information.

This club will also be available for children who do not attend this school so please book early to make sure you reserve a place - it will be very popular.

Casual Midday Supervisor Vacancy

We are currently recruiting for a casual midday supervisor. If you are interested in applying for this role or know someone who may wish to apply please see the attached job

description and complete the attached application form or contact the school office.

Temporary Traffic Lights outside School

We have been advised that between **Monday 29th November and Friday 3rd December 2021** two way temporary traffic lights will be installed on Wheelwright Lane to allow gas works to be completed for the housing development across the road.

WARWICKSHIRE COUNTY COUNCIL

PAY AND CONDITIONS REVIEW PROJECT 2006/07

ROLE DESCRIPTORS FOR POSTS IN SCHOOLS

Note: These are broad descriptions of the types of duties/activities expected at this level, for illustrative purposes. They are not intended to provide an exhaustive list of duties.

POST TITLE: MIDDAY SUPERVISOR **JEID REF: C0001**
(This post will normally work with primary aged pupils). (was S33)

POST LEVEL : Band B

BROAD DESCRIPTION:

Supervise and ensure the safety and well-being of pupils during the lunchtime period.
Works under the general direction of the Senior MDS or other designated person in charge
Contribute to the school's statutory duty to safeguard and promote the welfare of children.

Responsibility for others: The post has some impact on the well-being of individuals or groups (ie physical, mental, social, health and safety).

Responsibility for staff: The post has limited (or no) direct responsibility for supervising other staff though may be expected to demonstrate tasks or advise/guide new employees, work experience or trainees.

Responsibility for budget: The post has limited (or no) direct responsibility for financial resources other than occasional handling small amounts of cash, processing cheques, invoices etc.

Responsibility for physical resources: The post has limited (or no) direct responsibility for physical resources, other than the handling and careful use of equipment.

TYPICAL TASKS

Supervise toileting and washroom activity
Escort children to and from dining room
Supervise collection of meals and assist with use of cutlery
Assist pupils when returning used plates, trays, cutlery, glasses/beakers and clearing tables
Supervise pupils eating food brought from home and ensure packed lunch equipment is cleared away
Supervise classroom and outside activities, encouraging inclusion
Ensure orderly return to classroom
Attend to minor accidents or to pupils who become ill
Report to SMDS if accident occurs or if pupil falls ill
Monitor pupil behaviour, intervening as necessary in accordance with behaviour policy
Report to SMDS any breaches of school rules

QUALIFICATIONS / TRAINING AND LIKELY ABILITIES

Literacy skills to be able to understand school policies and complete accident book
Be able to understand, comply and work within policies: eg. school behaviour policy, child protection policy, health and safety, confidentiality and other school rules
Display commitment to the protection and safeguarding of children and young people

Value and respect the views and needs of children
Be aware of cultural differences

Job Application Form

This form should be used to apply for a job and should be accompanied by an Equality Details Form. This form contains important information which will be used to assess your application for the role and also to then confirm your employment and personal details and so you should ensure it is accurately completed, and that you have clearly demonstrated how you meet the requirements of the role.

Further guidance is available in our Applicant Guide to Applying for a Job. This form must be received prior to the specified closing date and is available in other formats on request. For queries about the role, your application or to submit this form, please use the details provided in the advertisement.

As an employer we are committed to equal opportunities in employment and we positively welcome your application irrespective of your gender, race, disability, colour, ethnic origin, nationality, sexuality, gender identity, marital status, religion, trade union activity or age.

Vacancy Details

Job Title			
School			
Campaign No.			
Where did you first hear / read about this job?			
Do you wish to apply for the position on a part-time or job-share basis?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

Personal Details

Surname(s)			
Forename(s)			
Title			
NI Number			
Home Address			
Home Tel. No.	Mobile Tel. No.		
Email Address			

Teaching Staff Only

Teacher Reference number (DfES) (if known)

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Employment History

Provide details of your employment history, starting with your most recent / current employer and working back. Please account for any gaps. Continue on a separate sheet if necessary.

Employer			
Job Title			
Start Date		End Date	
Reason for Leaving			
Address of employer / brief details of duties and responsibilities			
Employer			
Job Title			
Start Date		End Date	
Reason for Leaving			
Address of employer / brief details of duties and responsibilities			
Employer			
Job Title			
Start Date		End Date	
Reason for Leaving			
Address of employer / brief details of duties and responsibilities			
Employer			
Job Title			
Start Date		End Date	
Reason for Leaving			
Address of employer / brief details of duties and responsibilities			

Education

Provide details of your education history, starting with your most recent / current experience and working back. Please account for any gaps. Continue on a separate sheet if necessary.

Establishment			
Start Date		End Date	
Education Type (e.g. Degree)			
Establishment			
Start Date		End Date	
Education Type (e.g. Degree)			
Establishment			
Start Date		End Date	
Education Type (e.g. Degree)			
Establishment			
Start Date		End Date	
Education Type (e.g. Degree)			

Qualifications / Training

Provide details of your qualifications which are relevant to the job. Continue on a separate sheet if necessary.

Type / Level	Subject	Date Obtained	Result

References

Please give details of two referees, one of which must be your current or most recent employer and the second either an employment or educational reference.

We will seek references when you accept a provisional job offer except in instances where the role involved children or vulnerable adults where we will seek references prior to interview.

Surname(s)			
Forename(s)			
Title			
Job Title			
Address			
Telephone No.			
Relationship to you			
Email Address			
Can we seek this reference without further consent from you?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

Surname(s)			
Forename(s)			
Title			
Job Title			
Address			
Telephone No.			
Relationship to you			
Email Address			
Can we seek this reference without further consent from you?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

Application Questions

Provide any additional information or comments you wish to bring to the attention of the selection panel. In this section you must ensure you demonstrate fully how you meet each of the criteria set out in the person specification of the post you are applying for including any experience, skills and abilities that you have gained, both in work and outside paid work such as voluntary / community work. You may find it helpful to address each of the criteria in turn. Continue on a separate sheet if necessary.

Additional Questions

We positively encourage applications from disabled people who have the necessary skills and experience for the job. For disabled people who are able to show they meet the essential requirements for the job, we are pleased to guarantee an interview. If you have a disability, please outline below any reasonable adjustments you require for interview and / or to help you in this job.

Do you consider yourself to be disabled?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Do you require reasonable adjustments for your interview?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If YES, provide details.		
Do you have any cautions, warnings, convictions, orders or other determinations that would render you disqualified from working with children up to the age of 8 as per the Childcare (Disqualification) Regulations 2009, replacement or similar legislation?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If you have ticked YES, provide details. You may provide this information separately from your Job Application Form.		
(Teaching positions only) Are you subject to a prohibition order/interim prohibition order issued by the Secretary of State that would prevent you from carrying out teaching work in schools, sixth form colleges, 16 to 19 academies, relevant youth accommodation and children's homes in England?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If you have ticked YES, provide details. You may provide this information separately from your Job Application Form.		
Provide details of any memberships you have with any organisation that may be relevant to the job you are applying for.		
Are you related to, or have a personal relationship with a Councillor, Governor or Employee of the School or Warwickshire County Council? (Failure to make proper disclosure shall disqualify you for the appointment, and if appointed, shall render you liable to dismissal without notice)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If YES, provide details.		
<p>All posts involving direct contact with children are exempt from the Rehabilitation of Offenders Act 1974. However, amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are 'protected'. These are not subject to disclosure to employers and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found on the Disclosure and Barring Service website or at Unlock – see here. If you are asked to complete a Self-Disclosure Form alongside your application form, this will be removed for shortlisting purposes and will be accessed by the Interview Panel if you are to be invited for interview. Shortlisted candidates will be asked to provide details of all unspent convictions and those that would not be filtered, prior to the date of the interview. You may be asked for further information about your criminal history during the recruitment process.</p>		

Declaration

With this application, I hereby consent to the information in this form being retained for recruitment, selection and employment related purposes. I understand that any offer of employment is subject to the relevant pre employment checks including but not limited to satisfactory a) Verification of identity b) References, c) DBS Certificate and check of the barred list/s (if applicable), d) Medical clearance e) Proof of eligibility to work in the UK f) Proof of qualifications and registrations. I declare that all statements I make in this application are true and, to the best of my knowledge and belief, that I have not withheld any relevant information. I understand that if I have made any false statements or omitted any information, I am liable to have my application rejected, or if appointed, liable to be dismissed.

Signature

*

Date

*a signature is not required if this form is emailed from your given email address.