

HOLYWELL SCHOOL

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THE CHURCH OF ENGLAND
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*A Church of England School
providing a Values Based Education*

26th November 2019

Dear Parents / Carers / Students

I am writing with some updates and some information to keep you up-to-date.

Kelly Sotherton visits Holywell



On Friday, we were delighted to welcome Kelly Sotherton to Holywell. Kelly is a three time Olympic medalist, World and European medalist and Commonwealth Champion at heptathlon and 4x400m.

Kelly was an elite athlete for over ten years and retired shortly before the London 2012 Olympics. Holywell had been entered into the Müller Corner Sports Competition to win an athlete for the day by one of our parents – Mrs Hamilton. We were very fortunate to win one of their days and the students had a brilliant time working with Kelly and finding out about her career. Thank you so much to Mrs Hamilton for entering us into the competition – it was greatly appreciated.



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Co-op Community Fund

We were also very fortunate to have been chosen as one of the Co-op's Community Fund charities for 2019. We were presented with an amazing cheque for over £2,000 towards our community sports equipment. Thank you to all the staff and customers of the Co-op who have chosen to support us this year. Some of our Sports Captains were recently 'in-store' to receive the cheque:



Headteacher: Mr MG Simpson MA, NPQH

Deputy Headteacher: Miss A Stewart - Deputy Headteacher Mr S Van Der Merwe - Assistant Headteacher: Mrs H Donnellan
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Float your boat – Holywell at the University of Cranfield and in the news!



For the last few weeks, Mr Salamon has been working with a group of budding engineers on designing boats! This was part of a project run by Cranfield University to encourage young people to explore careers in Science, Technology, Engineering and Maths. The students got to test out their creations in the wave tank at the University. They even made it onto the BBC news in the evening – you can still watch the news item on BBC i-player:

<https://www.bbc.co.uk/iplayer/episode/m000bkmx/look-east-west-evening-news-21112019>

SATS Preparation

Year 6 have practice SATS tests next week. We simulate the process that will happen during the actual tests so that students get used to the formality of written tests. Good luck!

Winter weather procedures

On a very practical note, please see attached our procedures for emergency closures. We hope that we won't have to close the school at any point due to the weather ... but, just in case, here are our notes and plans. Please make sure that we have up-to-date contact numbers and a clear indication as to what you would like us to do if we have to close during a school day.

Parental Survey

Every year in November, we conduct our annual Parental Survey. It is based on the Ofsted survey and gives us very helpful feedback. This year, parents of Years 7 and 8 will have the opportunity to complete this at the Tutor Evening ... Year 5 and 6 have a copy attached.

Staffing Update

We wish Miss Stewart every health and happiness as she starts her maternity leave on Friday, 29th November. Mrs Donnellan will be taking on additional duties as Acting Deputy Headteacher. Mrs Davies will be Acting Assistant Headteacher and Designated Safeguarding Lead.

End-of-term events and dates

<u>Date</u>	<u>EVENT and TIME</u>
Thursday, 28 th November	Year 7 and 8 Tutor Evening - 2.00pm-7.00pm
Friday 29 th November	INSED DAY – School closed for students
Sunday, 1 st December	Christingle Services at St Peter and St Paul's Church, Cranfield 2 services: 3.30pm and 5.30pm
Monday, 2 nd December	St Andrew's Day celebrations (Blue non-uniform for St Andrews' students)
Friday, 6 th December	Year 8 Options Day
Wednesday, 11 th December	Christmas Concert – 5.15pm
Friday, 13 th December	Christmas Jumper Day and Christmas Lunch – Charity non-uniform day - £1
Thursday, 19 th December	Christmas Carol Service – 7.00pm
Friday, 20 th December	Carol Services for each year group and a range of festive fun activities

(Please note that some dates previously sent out in the Holywell Newsletter were incorrect! Many apologies for any confusion)

Thank you for your continued support and there will be more news and information in our final newsletter of the term in December.

Best wishes

Mr MG Simpson
Headteacher



EMERGENCY PROCEDURES FOR CLOSURE

**If it is decided to close the school
before the start of the school day:**

(eg. in the event of severe weather conditions), we will notify you in the following ways:

- by text message on your mobile phone (with as much notice as is possible)
- by email
- on the school's website (www.holywellschool.co.uk)
- on the Central Bedfordshire Council website using their 'State of Schools' (SOS) system:
https://www.centralbedfordshire.gov.uk/info/95/schools_portal/569/online_resources. Parents can sign up for email alerts from the Schools Opening Status (SOS) system about the status of the school during bad weather conditions (i.e. open or closed). The SOS system also shows the status of the school transport routes, if the buses will be running or not on a particular route. It also has the ability to provide highways reports on the state of the roads. All these will be updated live on the website and email alerts will be sent to notify everyone who has registered. To sign up for this service, parents should visit the website below and register. The use of the SOS system will be in addition to the measures mentioned earlier. Information about Bedford Borough bus provision can be found on the Bedford Borough website: www.bedford.gov.uk/
- Via the local radio stations:
 - BBC Three Counties (95.5 or 103.8 FM / www.bbc.co.uk/threecounties)
 - Heart FM (96.9 FM / www.heart.co.uk/bedford/)

With regard to **Parentmail text messages and emails**, the messages will be sent to the **mobile phone number and email** of the person who is the **highest priority emergency contact** the school holds and who has **parental responsibility for the child**. PLEASE ENSURE THAT MOBILE PHONE NUMBERS HELD BY THE SCHOOL ARE CORRECT.

It is important that the school has up-to-date emergency contact information and that we are advised of any changes.

If the school needs to close *during the school day*:

eg. due to severe weather conditions, issues related to vital services (water shortage, flooding, heating failure, power failure), we will notify you in the following way:

- by text message on your mobile phone (with as much notice as is possible)
- by email

We will activate 'Emergency Closure Protocols' and we will act in accordance with your instructions as to how students will make their way home from school.

For students who come to school by bus, the alternatives are:

- a) Go home early on the bus (and make their own way home from the usual drop-off point)
- b) Stay in school until they are collected by the designated parent/carer

(NB. If buses are cancelled for any reason, students will stay in school until collected by designated parent/carer)

For students who walk home, the alternatives are:

- c) Walk home early (and let themselves in at home or go to a pre-designated friend/relative)
- d) Stay in school until they are collected by the designated parent/carer

For students who are collected by car, the alternatives are:

- e) Collected early by parent in car
- f) Collected early by taxi arranged by parent/carer
- g) Stay in school until they are collected by the designated parent/carer

NB> We would be very grateful if families can arrange shared collection arrangements. This would greatly reduce the traffic pressure in Red Lion Close. Please specify if students are to be collected by other parents on the Emergency Protocol form.

Please ensure that the attached 'Emergency Closure Protocols' form is completed and returned to the school office.

**If the school buses fail to arrive in the morning
for whatever reason:**

- Twenty minutes is long enough to wait for an overdue bus, by which time the children either need to make their way home or to the person you have designated for emergency childcare.
- **Your children or their designated emergency childcare contact should inform you and the school as to their whereabouts.** (A message may be left on the school absence line).

**Please make sure that your child knows
the arrangements you plan to make.**

School Transport

Should you ever wish to contact the transport providers, we include the following information:

Route	Company	Telephone Number
C01	Landmark Coaches	01462 434577
C11	EPL Cars	01234 267660
C17	Britannia Cabs	01525 877777
HW01	Clapham Cars	01234 350658
H20, Blue, Green	Herberts Travel	01234 342057
Red, Yellow	Souls Bros Ltd	01234 711242

HOLYWELL SCHOOL
EMERGENCY CLOSURE PROTOCOLS FORM



Student Name: Form Group:

Home Address:

Emergency Telephone Numbers:

First Contact: Name: Tel No:

Second Contact: Name: Tel No:

In the event of the school having to close early and my child having to return home before the normal time of 3.40pm, he/she will:

*(Please tick (✓) **one** box):*

1. **travel home by bus**

2. **walk home from school**

3. **stay at school until parent / carer collects**

4. **other (please specify the arrangements in the box below):**

Please ensure that your child is aware of their own arrangements once they have left school.

Signed: (Parent / Carer)

Date:

**PLEASE RETURN THIS FORM TO YOUR CHILD'S FORM TUTOR
AS SOON AS POSSIBLE**