



Foundry Lane Primary School 2009/2010

Foundry Lane Primary School

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Dear Parents and Carers,

25th November 2009.

FESTIVE FAYRE – 28th November 2009 11.00 – 1.00p.m.

We are holding the '**FESTIVE FAYRE**' on Saturday 28th November. This is a really enjoyable event for the whole school community.

HELP NEEDED - We would welcome as much help as possible to share the workload.

Could you volunteer to help on a stall? – Can you face paint? Help needed.

WANTED: toys, games and books in good condition (no videos please).

HOMEMADE CAKES – Donations of homemade cakes would be most welcome on Friday 27th November.

WHY NOT VISIT SANTA? – If you would like to visit Santa please complete the appointment slip on this newsletter.

NON UNIFORM DAY – NEXT WEEK - We are holding a non-uniform day on Friday 27th November with a 'fine' of a Christmas Item e.g. wrapping paper, cards, decorations for Years R, 1 and 2 and a toiletry item for Years 3, 4, 5 and 6.

CHRISTMAS CARDS - Children are welcome to bring Christmas cards into school for their friends. Please ensure name and class are on the envelope. All cards should be put into the post boxes either in the main entrance area, outside Year 2 or in Year R. Deliveries are made once a day to classes. This will avoid disruption of lessons and litter being dropped in the playgrounds.

TICKETS FOR FOUNDATION AND KEY STAGE 1 PERFORMANCE – This year the children in Years R, 1 and 2 will be performing 'A Tale of Two Birthdays' on **Monday, Tuesday, Wednesday, 7th, 8th and 9th December 2009.**

The performances will begin at 1.45 p.m. in the afternoon and will last approximately one hour. The tickets will be limited to a maximum of 2 per family (due to the limited capacity of the hall) on a 'first come, first served' basis and there will be a charge of 50p per ticket.

Please return the slip below.

Unfortunately videoing of the performance will not be permitted.

Some of the children are very young and they need help to be heard. Therefore, we would ask that if younger brothers and sisters come to the performance, they should be taken out of the hall immediately if they are noisy. Thanks in anticipation of your support.

MAIN FOUNDRY LANE GATE – Last week a member of staff was injured when her finger was trapped in the main Foundry Lane gate. Please take care when using this gate and keep your fingers away from the centre where the two gates meet. For school security, and the children's safety, it is important that this gate is closed at all times.

TIGER HOLIDAY CLUB – Tiger Holiday Club was very successful at half term. Bookings are now being taken for the Christmas holiday on Monday 21st – Wednesday 23rd December 2009. We have a maximum of 24 places. Whole day sessions are £15 and half day (when available) £7.50. For application forms and further details please contact the school office.

CHRISTMAS COMPLETE – On behalf of SCRATCH and Southampton City Mission, we are collecting donations of new colouring/puzzle books, felt tip pens, crayons and puzzles for distribution to families in Southampton who have been highlighted by Social Services. Please do not wrap the gifts as they will be given to parents to wrap for Christmas presents for their own children. All donations to be received by Wednesday 9th December.

DECEMBER DATES

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| 2 nd | - Year 4 '60's' Day |
| 7 th , 8 th & 9 th | - 1.45 p.m. - 'A Tale of Two Birthdays' performances |
| 7 th | - Choir Carol Singing |
| 10 th | - Year 3 In2 Music Concert |
| 11 th | - Housepoint Ceremonies |
| | - Year 6 Nuffield Theatre Visit |
| 15 th | - 'Working Together' Christmas Party – p.m. |
| 16 th | - Year 3 In2Music Concert |
| 17 th | - Christmas Parties – p.m. |
| | - Discos Year R/KS1 5.00 – 6.30 p.m. |
| | KS2 6.45 – 8.15 p.m. |
| 18 th | - Church Service at Shirley Baptist Church – p.m. |

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Please complete and return to Foundry Lane Primary School

Name of Child/ren & class/es _____

VISIT TO SANTA – FESTIVE FAYRE

I would like to book _____ tickets to visit Santa on Saturday 28th November for:

11.00 – 11.15 _____ 11.15 – 11.30 _____ 11.30 – 11.45 _____

11.45 – 12.00 _____ 12.00 – 12.15 _____ 12.15 – 12.30 _____

12.30 – 12.45 _____ 12.45 – 1.00 _____

I enclose payment of _____ (£2 per ticket)

Signed _____ Parent/Carer

Please tick preferred time. If your preferred time is full we will issue you with tickets for the closest available time.

Privacy Notice - Data Protection Act 1998

We [Foundry Lane Primary School] are the Data Controller for the purposes of the Data Protection Act. We collect information from you, and may receive information about you from your previous school. We hold this personal data and use it to:

- support your teaching and learning;
- monitor and report on your progress;
- provide appropriate pastoral care;
- assess how well your school is doing;
- encourage participation in decision making (e.g. Youth Parliament);
- under the duty of the Children's Act 2004 to co-operate with partners to improve the well-being of children

This information includes your contact details, national curriculum assessment results, attendance information, characteristics such as ethnic group, special educational needs and any relevant medical information. Information can also be used to encourage participation in decision making, such as voting in Youth Parliament elections, which may involve sending ballot papers to your address.

We will not give information about you to anyone outside the school without your consent unless the law and our rules permit it. We are required by law to pass some of your information to the Local Authority (LA), and the Department for Children, Schools and Families (DCSF) and health services.

To facilitate teaching and learning using technology, we may share information with the software supplier to set up the systems needed for pupil and parent/carers to access

The Local Authority has a duty under the Children's Act 2004 to co-operate with their partners in health and youth justice to improve the wellbeing of children in their areas.

The Children Act 2004 Information Database (England) Regulations 2007 requires maintained schools to supply basic contact information to ContactPoint. ContactPoint is a directory that will help people who work with children and young people to quickly find out who else is working with the same child, making it easier to deliver more coordinated support.

If you want to see a copy of the information we hold and share about you then please contact the school directly.

If you require more information about how the LA and/or DCSF store and use this data please go to the following websites:

- <http://www.southamptoncis.org/privacynotice.asp> and
- <http://www.teachernet.gov.uk/doc/13856/DCSF%20what%20we%20do%20with%20Children's%20data%20v4%20final.doc>

If you are unable to access these websites, please contact the LA or the DCSF as follows:

- **Data Protection Coordinator:** Legal Services, Southampton City Council, Southbrook Rise, 4-8 Millbrook Road East, Southampton, SO15 1YG
- Public Communications Unit: **Department for Children, Schools and Families**, Sanctuary Buildings, Great Smith Street, London, SW1P 3BT
- Website: www.dcsf.gov.uk Email: info@dcsf.gsi.gov.uk Tel: 0870 000 2288.

Secondary Schools Only

Once you are aged 13 or over we are required to pass on certain information to the Connexions services. Connexions is the government's information and advice service for all young people aged 13-19 in England.

We must provide both your own and your parent's name/s and address/es and any further information relevant to the Connexions services' role. However, you (if you are over 16) you're your parents can ask that no information beyond name and address be passed to Connexions. Please inform your school if you wish to opt-out of this arrangement. For more information about Connexions, please contact the Local Authority as shown above.