



# Sundridge Primary School Newsletter

Autumn Term, Issue 1

17th September 2025

## Diary Dates:

Swimming Pool	22/09/25 to 17/10/25
Parents Afternoon 3.30-5.40pm	14/10/25
Parents Afternoon 3.30-5.40pm	15/10/25
Secondary School Application Support by appointment 3.00-4.30pm	15/10/25
Flu Vaccinations	24/10/25
School closes for half term at 3.15pm	24/10/25
School re-opens for 2nd half term at 8.45am	03/11/25
Awards Assembly	07/11/25



Welcome back to the start of the new school year!

The staff and I have enjoyed welcoming the children and families back to school. It has been lovely to greet the new children to Reception and throughout the school.

Over the summer, Mr Sanders and Mrs Goody were very busy making sure the school and grounds were all clean and tidy for the new year. As I'm sure you will agree they have worked very hard. Thank you to both of them.

Mrs Brudenell



I would like to say a very big thank you for all the kindness and generosity parents have shown regarding the imminent arrival of my baby boy.

I have been very overwhelmed by all the gifts and kind words.

Baby Chester arrived safely on the 27th July, weighing a healthy 6lb 15oz.

I look forward to seeing you all soon.

From Miss Wall

We would like to welcome Mr Sanders, our new Building Services Supervisor to the Sundridge Team. He has had a busy summer preparing the school for the new term and school is looking very smart as he has been busy repainting many of the central areas.

The children were all introduced to Mr Sanders at the end of the summer term and he has settled in very well.

Mrs Brudenell



**ATTENTION all Year 6 Parents/Carers**  
**Secondary Online Admissions**  
**For Year 7 Place in September 2026 -**  
**Parents/Carers Support Workshop in**  
**school on**  
**Wednesday 15th October between**  
**3.00-4.30pm**

We are inviting Year 6 parents/carers in to a support workshop on Wednesday 15th October from 3.00pm - 4.30pm to complete online applications for your child's Year 7 Secondary School application.

All applications have to be completed by 31st October 2025.

SUNDRIDGE PRIMARY SCHOOL

OPEN SESSIONS FOR  
 RECEPTION PLACES 2026

Applications to be submitted  
 online at

[www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions) no later than

15th January 2026

**Is your child aged 5 between**  
**September 26 and August 27?**  
**If so, please attend one of our**  
**school tours.**

**Wednesday 12th November 2025**  
**10.00am and 2.00pm**



Dear Parents/Carers,

In order to receive messages from school, please sign up to our communication app schoolgateway. It is a free app and you will receive instant communications from school and links to the school calendar, as well as the school website.

No texts will be sent, only emails or messages via the app.

Thank you for your support.

Search for "School Gateway" in the Apple App Store/Google Play or on your phone go to [www.schoolgateway.com/apple](http://www.schoolgateway.com/apple) (Apple) or [www.schoolgateway.com/android](http://www.schoolgateway.com/android) (Android)

# No Nuts



# Please

Can we remind all Parents and Carers that we are a **Nut Free School**.

Nuts should not be sent into school in any form for snacks or in lunch boxes as we do have pupils with very severe nut allergies.

Please can we remind parents, MiQuill do not serve Halal meat.

Can you ensure you order the vegetarian or sandwich or jacket potato option.

Thank you for your support.

We do not  
Serve  
Halal food  
options.

# School Meals

Please can we remind parents to order their weekly school meals on Swift Kitchen before children start school on a Monday. You can order the meals on a week by week basis or monthly or half termly basis.

Schools meals costs £2.80 per day (£14.00 per week) and is payable in advance. If payment is not made within 5 school days the account will be put on hold until payment is made.

If you are entitled to Free School Meals, please order your lunches as above.



Please can we ask Parents/Carers to be considerate when parking outside the school. We have had quite a few incidents of inconsiderate parking or driving which is making it dangerous for the children/families as they leave school.

## P. E. Ready Days

Monday: Year 2  
Tuesday: Year R / Yr 1/ Yr 3  
Wednesday: Year 4  
Thursday: Year 6  
Friday: Year 5

Children need to come to school in their P.E. Kit on these days.

# Sundridge Primary School Code of Conduct for Parents and Visitors to School

## Introduction

We are a caring school which aims to create a stimulating, learning environment in which every pupil has the opportunity to be the best they can be. We recognise that educating children is a process that involves partnership between parents, class teachers and the school community.

Further to the previous Parent Code of Conduct, please see the updated, revised version to help us further our aim to provide an exemplary education and learning environment for each pupil, based on their needs, in which everyone aims to treat each other with kindness and courtesy.

## Purpose

This document provides an explanation of the acceptable standard of behaviour expected from parents and visitors to the school premises and those interacting with our pupils and staff in order to make our school a safe place to learn, work and visit.

## Our ethos and values

We build a community at Sundridge where children are more than just educated and where all feel safe and supported. They are empowered to change their own lives and the lives of those around them. Together, we continually strive to remove the barriers to success and provide a culture of mutual respect and acceptance with children moving onto their next venture with the skills and values to set them on the path to achieve their dreams. Our school takes pride in leading the children at Sundridge on their journey - both educational and for life. We enable them to drive their own futures to greater success and shape our community for the better by nurturing a lifelong love of learning.

## What you can expect of us, and what we expect of you

*Our school and its staff will:*

- *Treat parents and visitors to our school site with the respect to which they are entitled.*
- *Always work together with parents for the ultimate benefit of their children.*
- *Ensure that parents and visitors to our school site are supervised, where necessary.*
- *Check the identity of contractors, workers, and other visitors to our school, as necessary.*
- *Act in accordance with our safeguarding policy (see our school's website).*
- *Do all that they reasonably can to ensure that our school site is a safe and welcoming learning and working environment.*

*All parents and visitors to our school, upon interacting with our pupils and staff, are expected to behave calmly, politely, and respectfully. This means that parents and visitors must always:*

- *Treat all members of our school community (staff, pupils, and other parents) with respect, using appropriate language and behaviour – including when approaching school staff for help to resolve an issue.*
- *Work together with school staff for the ultimate benefit of their children and express any concerns about the school or their child(ren) through the appropriate channels by speaking to the class teacher, the Headteacher or the Chair of Governors, where they will be dealt with fairly, appropriately, and effectively.*
- *Accept that the school needs to work with a child to clarify their version of events in order to bring about an appropriate resolution to an issue.*
- *Follow school rules, protocols and any instructions given by school staff.*
- *Report anything that puts anyone on the school site at risk, to a member of school staff.*
- *Accept that they are responsible for their own child's behaviour and safety, whilst their child is in their care, even when they are on school premises.*

## The type of behaviour that our school considers unacceptable

Our School will decide on a case-by-case basis whether a parent or visitor's behaviour is unacceptable, but any behaviour that we believe adversely affects our safe and caring learning environment and/or puts the physical or emotional wellbeing of a pupil, member of staff, parent or other visitor at risk, is not acceptable behaviour on our school site.

This may include, but is not limited to:

- Disruptive, aggressive or offensive speech or behaviour anywhere on our premises, which interferes or threatens to interfere with our school's operation or activities or affects negatively the safety and wellbeing of our school community members present there.
- The above includes swearing, threatening, or shouting at pupils, staff or other parents, taking an aggressive stance, threatening to assault or actually assaulting another person; it also includes physical punishment against your own child on school premises.
- Approaching someone else's child in order to discuss or chastise them because of the actions of this child towards your own child. Such an approach may be seen to be an assault on that child and may have legal consequences.
- Behaviour that could be considered racist, xenophobic, sexist, homophobic or similarly offensive in some other way.
- Malicious, defamatory, threatening, or abusive communications with or comments about a staff member, parent or pupil, communications or comments made in person, over the phone or in writing, on the school premises or outside them.
- The above includes electronic communications made via emails, messaging or on social media, and using social media to publicly challenge school policies or discuss issues about individual children.
- Smoking, vaping, consuming or being under the influence of alcohol or drugs whilst on the school site.
- Damaging or destroying school property.
- Bringing animals on to the school site, other than guide/ registered assistance dogs.
- Being in possession of weapons of any kind.
- Refusing to follow the reasonable instructions of our staff.

## How school will respond to behaviour that is unacceptable

In most cases school will attempt to informally remedy the situation by speaking with the individual concerned, privately. There may be no further action.

Where there is any dispute over what has occurred, or if the alleged incident is complex or serious, school will conduct a formal investigation in order to establish the facts and determine what action, if any, should be taken.

If school decides that a parent or visitor's behaviour has been unacceptable, the Head Teacher or Chair of Governors may decide to:

- Informally, i.e., verbally, warn the parent or visitor about their behaviour.
- Invite the parent into school to meet with a senior member of staff or the Headteacher.
- Formally, i.e., in writing, warn the parent or visitor about their behaviour.
- Ban the parent or visitor from the premises for a specified period.
- Seek advice from *the local authority's legal team* regarding further action (in cases of conduct that may be libellous or slanderous).
- Contact the appropriate authorities (in cases of criminal behaviour)

Parents or visitors will be entitled to make representations to the governing board, in line with our school's complaints

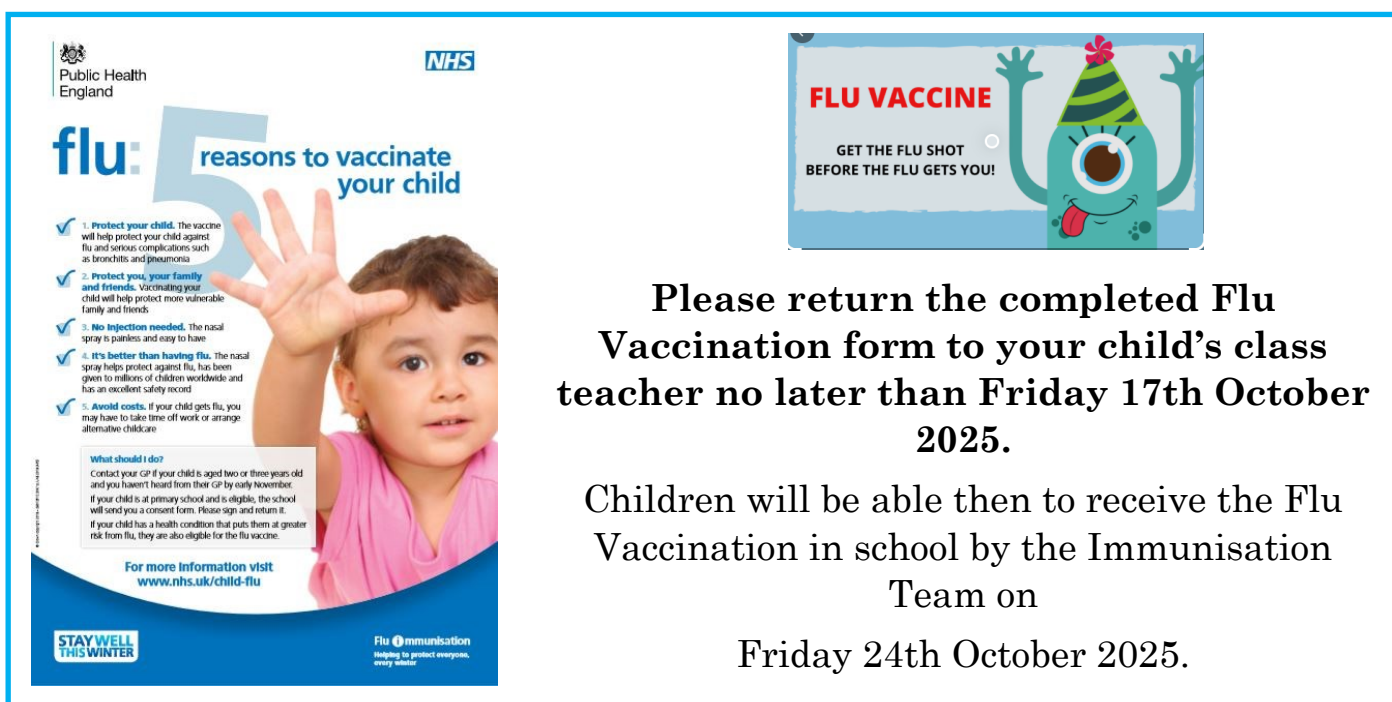
## Regarding class WhatsApp groups

Class WhatsApp groups are a very useful and efficient way of communicating messages relevant to school to an entire group representing the whole class. These messages come from parents in their personal capacity. The school does not post directly on any WhatsApp groups.

When using a class WhatsApp group, parents should keep in mind mutual respect and cultural sensitivity between all its members and NOT use the group as a platform to air views/grievances regarding a teacher, child or another parent, or political opinions on current affairs, or have private conversations with anyone else using the group.

## Questions and concerns about this Code

Our school is grateful for the support that it receives from parent or visitors in maintaining its caring and safe learning and working environment, so any feedback that you may have about the content of this Code is welcomed.



The image contains two parts. On the left is a leaflet from Public Health England titled 'flu: 5 reasons to vaccinate your child'. It lists five reasons: 1. Protect your child, 2. Protect you, your family and friends, 3. No injection needed, 4. It's better than having flu, and 5. Avoid costs. It also includes a 'What should I do?' section and a website link. On the right is a cartoon character with a large eye and a party hat, with the text 'FLU VACCINE GET THE FLU SHOT BEFORE THE FLU GETS YOU!'.

**Please return the completed Flu Vaccination form to your child's class teacher no later than Friday 17th October 2025.**

Children will be able then to receive the Flu Vaccination in school by the Immunisation Team on Friday 24th October 2025.



## Uniform Labels

Please ensure your child's uniform is marked with their name, so that it can be identified when lost and returned home to the rightful owner.

## Friday Assemblies

Due to the hall being used by the children to change in for swimming lessons unfortunately it will be the 7th November for our first Parents' assembly.

# GOOD ATTENDANCE MATTERS!



Every school day counts



## IMPORTANT INFORMATION FOR PARENTS AND CARERS

### Why is regular school attendance and good punctuality so important for my child?

Regular attendance at school means that your child can make the most of their education and improve their chances in adult life. School can also help your child's social skills such as making and developing friendships.

The link between attendance and attainment in school is clear. The more a child is in school the more they increase their opportunity to fulfil their potential.

Good punctuality is important. For example, if a child arrives 15 minutes late at school each day, they lose almost 2 weeks of education over the year. Good punctuality also helps your child get into good habits for when they enter the world of work.

Lateness can cause your child embarrassment and, in some circumstances, can count as unauthorised absence.



### How can I help my child enjoy school and attend regularly?

Be organised, have a plan, be consistent and involve your child!

You should:

- ensure they have an appropriate bedtime routine
- create good routines for mornings at home so that your child can arrive punctually and are properly equipped;
- avoid absence from school wherever possible – try to make doctors and dental appointments out of school hours
- make time to encourage and show interest in school work, friendships etc.
- attend school open evenings and functions
- Create a calm space for them to do homework, check they understand the homework and that it has been completed.
- share any education concerns your child or you may have with the school staff as soon as possible
- set realistic boundaries

## Holidays/Leave in term time

Holidays in term time are not allowed. Parents/carers must apply for the authorisation of any leave prior to travel or their children could be reported to the council as missing in education.

Leave for other circumstances such as bereavement or family illness abroad may also not be authorised. Informing the school does not mean the leave is agreed. In the event of a genuine family emergency, parents should avoid requesting more than 5 school days absence. Leave due to weddings is unlikely to be authorised.

Two weeks unauthorised holiday/leave means at least 50 lessons missed that will never be repeated.



## What does the law say I must do as a parent/carer?

Once your child is registered at a school, you are legally responsible for making sure they attend regularly. This means your child should not have any unauthorised absence as this would constitute an offence in law.

When attendance doesn't improve after support or, when a minimum of 5 days unauthorised holiday/leave is taken, legal action can be taken.

Courts can fine parents/carers up to £1,000 per child and for repeat offences the court can fine parents/carers up to £2,500 per child or impose a prison sentence of up to 3 months.

In many cases, but not all, parents/carers can discharge an offence by paying a penalty notice of £160 for each parent per child, discounted to £80 if paid within 21 days. For a family of two parents/carers with 3 children that would be at least £480.

## Where can I get help and advice?

If you need support in relation to your child's attendance, help is available. Please make an appointment with the school to discuss your concerns.

Most difficulties can be resolved informally, but the staff can also arrange an early help assessment or make a request for support to Birmingham Children's Trust if necessary, with your consent.

School nurses can also be helpful if your child has a medical condition or has a lot of time off due to illness.

Parents/carers are strongly advised to work in partnership with the school to address any difficulties impacting school attendance. For more information about school attendance or if you need help or support, please use these links:

[www.birmingham.gov.uk/saap](http://www.birmingham.gov.uk/saap)

[www.birmingham.gov.uk/love](http://www.birmingham.gov.uk/love)

