

Infants Newsletter

Friday, September 9th 2011

Dear Parents,

Let me extend a very warm welcome back to our Infants families and an especially big welcome to all of the new parents and children joining us for the first time this term. The beginning of the school year is an exciting time and we hope that all new parents and children settle in well. All teachers and school staff are ready to help, so please do not hesitate to ask us if there is anything we can do to ease the process.

I am Julia Martinez, Head of Infants. All KS1 know me as Ms. Martinez and the EY know me as Ms. Julia. I am the Head of all classes in the Infant Department, which includes Nursery to Year 2. My school email address is: hoinfants_juliam@scips.org.my and I would warmly encourage you to contact me directly with any concerns or issues that you may have.

There are several classes in the Infants section and these are as follows:

NURSERY	RECEPTION
Nursery MK- Ms. Mei Kin	Reception K – Ms. Kate
Nursery E – Ms. Edith	Reception E – Ms. Elaine
Nursery S - Mr. Nicholas	Reception J – Ms. Joanne
Year 1	Year 2
Year 1 HW – Mrs. Woodhams	Year 2 KL – Ms Wilkinson
Year 1 JD – Mrs Dillon	Year 2 RC - Ms Caine
Year 1 CD – Ms Cheryl David	Year 2 LD – Ms Liane David



We would particularly like to welcome back Ms Lianne David in Year 2, Ms Elaine Lim and Mrs. Kate Msaka in Reception. Both Ms David and Ms Elaine have worked at SCIPS before and are delighted to come back for a second time round. Ms David has spent the past 4 years in the UK working in a school. In addition to her role as a classroom teacher Ms. David is also the school's "Resources Co-ordinator". Ms Elaine has a breadth of experience teaching young children (Nursery, Reception and EAL) and we are delighted to have her in the Infant Section once again. Another new addition to our Reception team is Ms. Kate. Many of you might know her as Ms. Msaka. For the past two years she has been working in KS2, Year 3 and this year she has opted to take the challenge of working with our Reception children. Last but not least an extended and warm welcome to Ms. Sue Houghton as our Deputy Principal. Ms. Houghton is a third time returnee to SCIPS. She has spent the past two years in Blackpool, UK where she was the Head teacher of a small primary school.

Here are a few details, which will help with organisation for the first few weeks at school:

School Times

Being punctual to school is vital as morning routine is important for a great start to the day. We are asking all parents to ensure that their children are being dropped off to school on time. Please, take note that a letter will be sent home if your child is late on three consecutive occasions.

- **NURSERY:** During Term 1 all Nursery children have (what we call) a "soft start" where they can come to school between 8:00am and 8:30am and finish at 12:15pm each day. This "soft start" will gradually build up throughout the school year. In Term 3 we do expect all the Nursery children to start at 8:00am.
- **RECEPTION:** School starts at 8:00am and finishes at 2:00pm each day except on Wednesdays when school ends at 12:15pm.
- **YEAR 1 and YEAR 2:** School start at 8:00am and finishes at 2:15pm each day except on Wednesdays when school ends at 12:30pm.

The children are handed directly to you into your car and younger siblings will join their older brothers and sisters to allow you to make only one collection. As with all year groups, it is extremely important that children are collected on time to prevent unnecessary worry for the children.

Class Timetables:

All the teachers have sent home their classroom timetables. You should find all the information you need regarding P.E., Music and Library times there.

Lunch Times

Children in our Infants section eat their lunches in class and are supervised by class teachers and assistants. On Wednesday, for Year 1 and Year 2 no lunch is required unless your child attends afternoon Bahasa classes. Please leave lunches in the baskets by the front of the school if you are delivering after the start of the school day. Please do send healthy lunch boxes which are easy to manage for your child. For some tips and information regarding healthy choices and nutritional information, try these websites:

- http://kidshealth.org/parent/nutrition_fit/nutrition/habits.html
- <http://funschool.kaboose.com/parent-teacher/healthy-snacks-beverages-for-kids.html?trnstl=1>



Parent Volunteers

We are always happy to welcome volunteers in school to help with many different activities such as Art, Guided Reading, Library and field trips. If you are interested in helping out in school, please contact your child's teacher, or email me directly and let us know.

Birthdays

All children in SCIPS are very welcome to celebrate their birthdays at school with their classmates. However, to help with planning and organisation, we ask that you liaise with the class teacher to find a suitable time. Please be aware that this will need previous clearance from Mr. Jones, Ms Houghton or myself.

Assemblies

All Infant classes take part in weekly assemblies where the children share news, singing and awards for work and good behaviour. From time to time, we will also have a class assembly for mums and dads to come and join us. We will write with full details of these as they occur.

Dates for your Diary (correct as of today – may be subject to change)

- Monday 12th September - After school activities start (Year 2 – Year 6)
- Friday 16th September – Malaysia Day
- Wednesday 21st of September – Curriculum Evening
- Wednesday 28th Sept – 9th October – Year 6 Residential to Sarawak
- Friday 14th October - Halloween Disco
- Wednesday 19th – 21st October Year 4 Residential to The Roots
- Monday 24th to Friday 28th October - Half Term Holidays
- Monday 7th November - PH: Hari Raya Haji
- Tuesday 15th November – Nursery Open Morning
- Wednesday 23rd November – Parent / Teacher Consultation Evening
- Monday 28th of November – PH: Awal Muharram
- Monday 12th December - EY Christmas Carols
- Wednesday 14th December - End of Term 1



Illness/Child Absent

If your child is unable to attend school for any reason, please do let the Office know as soon as possible. Class teachers will then be informed. We record any child who is absent without explanation as "unauthorised" and will then contact you to find out if there is a problem. No teacher is authorised to handle medication. Should your child need any medicine we recommend your child to stay at home during the time the medicine is being administered. Once your child is fully fit, he / she can come back to school.

Allergies

Should your child suffer of any allergies please do notify the school by completing the appropriate medical pro forma which can be found in the administration department. As parents we ask you to write a short description of the procedures we must follow should your child become ill. We ask that this description is accompanied by your child's name, photo and class teacher. This will be posted on our emergency bulletin board in the staffroom so that every member of the school community is aware.

REMINDERS:

PE

On the day your child has PE they must come to school dressed in their house coloured T-shirt (KS1) and white T-shirt (EY). For health reasons we ask all the children to bring a change of T-shirt for after their lesson. We also stress the importance of bringing their sun cap and extra water to ensure the children keep themselves hydrated. We would like to point out the importance of not wearing watches or jewellery during PE, due to safety reasons.

Homework

Homework plays an important role in your child's learning. Completing homework helps your child to take responsibility for their learning, increase their independence and extend their skills and knowledge taught in class. We ask all parents to please encourage their children to complete and hand their homework in on time.

If you feel your child has spent enough time on their homework, but has not completed the task set, a quick note to the teacher in their message book will be very useful to relieve your child's anxiety and also keep the teacher informed.

FROM the PTC CORNER.....

Welcome back to School from the PTC!

We would love to see you all at our first monthly coffee morning! We will hold the coffee morning this coming **Thursday, Sept. 15th at 8:15** in the staff room. For our new families, the staff room is just off the left side of the school foyer, first door on the left. Mr. Jones will be out of town, but we will introduce our new Deputy Principal, Miss Houghton. We hope to see everyone there!

We are gearing up for our **HALLOWEEN DISCO!** We will have the disco on Friday, **Oct. 14th!** Mark it in your calendars!

Finally for new, as well as existing parents, there is a Penang Expo being organised at the G hotel tomorrow (10th September) from 10 am to 3 pm which can provide with a great deal of information on Living in Penang.

As you can see there is a lot happening in the Early Years Section this term and we look forward to enjoying all of the different activities. As mentioned earlier either myself or the class teachers will be delighted to help out with any queries you may have, so please do not hesitate to contact us.

Kind Regards

Julia Martinez

Ms Julia Martinez
Head of Infants