



Colley Lane Primary Academy

A part of the Windsor Academy Trust

Headteacher: Mr D Simpson

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Company registration no: 07523436
Place of registration: England

8th September 2021

Dear Parents and Carers

We have had a great week so far, and I have really enjoyed seeing the children settling into school so well, enjoying assemblies and having fun in this lovely weather. Thank you for the warm welcome that I have received and I look forward to meeting more of you as the term gets underway.

I would like to take this opportunity to outline the different ways we communicate at Colley Lane.

Website

Take a moment to have a look at our website at <https://www.colley.dudley.sch.uk/> You will be able to find all the information that you need about our school including key information, news and dates and parent information. We are very excited to announce that we will be launching our new website within the next couple of days so watch this space!

ParentMail

This is our main communication platform where you will receive emails from myself, the office and teachers keeping you informed of school events, trips and class news. You can also report absences, book and pay for Breakfast and After School Clubs and purchase uniforms.

We encourage all parents to register if you haven't already. For those who haven't and if you have an email address, you will be receiving a verification email soon via your emails. Please follow the link on the email to register.

Class Dojo

This year we will be using Class Dojo (www.classdojo.com) to provide positive feedback, reward learning behaviours and share activities that take place in the classroom plus more. The benefit of Class Dojo is that you as parents will be able to see when your child has been awarded via an App on your phone. You will receive a letter tomorrow from the class teacher with the code to sign up to Class Dojo and get started. It has been received incredibly well with the children this week.

Newsletter

A new and improved newsletter will be sent out every Friday to include important dates for the diary, you will be able to see what's been happening in your child's year group, pupil achievements, the Kindness Corner and details about clubs to name but a few.

Parent Meetings

Over the next few weeks, parents will be given the opportunity to come into the school to meet myself, your child's year group leader and their own teacher and find out more about the year ahead. There will be a short presentation about your child's learning, any questions about their child's learning, the curriculum, their wellbeing and to ask any questions. Please be aware that numbers will be limited to one



person from each household. More information will follow soon. Parents evenings will also take place later this term.

Twitter @colleylane

Check us out on Twitter at <https://twitter.com/colleylane> to see tweets of the children's exciting project work, lessons and activities they have been enjoying in school.

School start and finish times

Just a note about school start times, this has been going smoothly so far this week. From tomorrow, we will be closing the doors at 8.55am and closing the gates from 9.00am. We would like to start moving towards the pre-covid days and go back to starting the day a little sooner. We are still reviewing the after school pick up times and will confirm this at the end of next week.

Hopefully, you will all come to one of the Parents Meetings where I can meet you all in person. In the meantime, could I request that if you change your email or mobile phone number that you please call us on 01384 900450 or email us at info@colley.windsoracademytrust.org.uk so that we can continue to keep you up to date.

Kind regards

Mr Dominic Simpson
Headteacher