



Manor Primary School

'Learning Together, Achieving Our Best'

www.manor.devon.sch.uk Date — 2 December 2016 e-mail: admin@manor.devon.sch.uk



Diary Dates

**Please note that clubs have now finished for the term—
letters for next term will be sent out soon.**

Tuesday 6th Dec, 1pm — Choir to Ivydene Care Home.

Thursday 8th Dec—CHRISTMAS MUFTI (see below)

Thursday 8th Dec —FS/KS1 Nativity—2pm & 6pm
(NB please note 2pm start, not 1.30 as previously stated)

Friday 9th Dec - Children's Christmas Lunch. Children may wear their Christmas jumpers on this day but please ensure all other uniform items are as normal.

Friday 9th Dec—Friends Christmas Fair (see below)

Tuesday 13th, 1pm—Choir singing at Grosvenor Court

Tuesday 13th & Wed 14th, 6.30pm —Y5/6 Production

Friday 16th Dec—Last day of term (return Wed 4/1/17)

Christmas Fair—Friday 9th December 3-4.30pm

Please note the following information -

Thursday 8th Dec—This will be a Christmas-themed mufti day in exchange for items for our Christmas Fair the following day, as follows: which the children should hand to their teacher that morning:

Reception & KS1—Christmas themed tombola items

Stoats—Items for decorating Christmas biscuits

Hares—Christmas wrapping paper

Squirrels—Mince pies

Years 5 & 6—Cakes / biscuits for the cake stall (cup cakes / buns in preference to large cakes if possible please)

Any other donations of cakes for the cake stall would be welcomed, as would any more toys, books, games, bric-a-brac, CDs, DVDs etc. that are in good, sellable condition.

Friday 9th December—The children may wear a Christmas jumper as it's our Christmas lunch, but all other uniform as normal please. No contribution required.

Christmas Fair 3-4.30pm— A wide range of activities are planned including refreshments, various stalls, entertainment from our choir and the ICC flute choir, fun and games for the children and 'Santa's Workshop' where they can buy and wrap presents for parents and siblings in secret. It promises to be a really enjoyable event, we look forward to seeing you!

Christmas Kids Club bookings

We are planning to open Kids Club during the first week of the holidays (19th-23rd Dec) and on the non-pupil day (Tues 3rd Jan). If you would like to book, please can you do so by next Monday at the latest so that we can establish uptake and staffing requirements. Thank you.

Kids Club (including Breakfast, After School & Holiday)

Please can all parents who use Kids Club remember that it must be booked and paid for at least a week in advance, using the correct booking form. Verbal notification to staff and notes in journals cannot be considered as bookings and will not in any way guarantee a place. We cannot plan and ensure adequate staffing ratios unless everyone follows this system, and we are still experiencing some significant issues with the correct procedure not always being followed. Thank you very much in advance for your cooperation with this.

Payments for dinners, trips etc

All requests, booking forms and money, whether cash or cheque, must please be put in an envelope and not sent in loose. Money is far more likely to go missing or unaccounted for when it is sent in like this, and it makes the job of our admin staff very much more difficult. To save you buying envelopes, a useful tip is to save the envelopes that come inside a lot of junk mail. Please make sure that all envelopes are very clearly marked with your child's name, the amount of the payment and what it is for. Thank you!

Well done to Stoats who have won the attendance shield with an attendance rate of 98.9%

Congratulations to Sycamore for winning the House Points Cup with 127 house points.

Well done to this week's Gold Certificates winners—Emily (Hares), Tyrsson & Hollie (Hedgehogs), Sam (Otters), Alfie (Badgers)

Forthcoming 'Theme for the Week'

Continuing the theme of Christmas.

