



Stoke Mandeville Combined School

Caring, Inspiring and Achieving Together

Weekly Update Friday 4th September

Dear Parents and Carers,

Thank you very much for the very warm welcome I have received from you all during my first week. It has been a busy but incredibly enjoyable start, and I have already felt very much at home as part of the Stoke Mandeville Combined School community.

I have spent the week really immersing myself in school life and, most importantly, getting to know the children. It has been wonderful to see them learning in their classrooms, enjoying break and lunchtime, taking part in assemblies and simply being themselves around school. I have already had so many lovely conversations with them, and I am looking forward to getting to know even more of them over the coming weeks.

Thank you again for such a warm welcome. I am very much looking forward to everything that lies ahead!

Mrs H Jones



Homework

There will be no homework set until the week commencing 14th September. Children are asked to continue with reading and recording this in their reading books. If they would like to continue with TTRS and practice their number bonds then they are also very welcome to do this.

Communication

Please remember to read the Weekly Updates every Friday as this has key information included on it. Classes use Seesaw and Google Classroom for class related communications as well as homework and learning. School Gateway is used for emailing you and paying for any items such as trips, clubs and resources and we would highly recommend that this app is downloaded to your mobile phone for ease of access. Please contact us if you need help with accessing this app which is available on Apple and Google Play app stores.

Coats

Please can we remind parents that children must come into school with a waterproof coat every day for the autumn term.

Change of contact information

If you have changed your address, phone numbers or any contact information please inform us asap so we can update our systems. Please email any changes of information to office@smcs.org.uk.

Contacting the School Office

Please can we remind parents to email the School Office where possible to give home time arrangements or update them on contact details etc. If you have an urgent message to give in the morning then please speak to your child's teacher at drop off or Office Staff directly. If you have a change to collection arrangements then these can be emailed up **until 1pm**, after which time we would recommend you calling the School Office on 01296 612371 to ensure the message can be delivered to class in time.

Lunches

If you have not yet signed up for hot school meals with Stir Food (Swift Kitchen) and would like to, then please use the activation code that your child was sent home with last year. If this has been mislaid then please email the School Office and a copy will be emailed to you. As a reminder please don't forget to 'Checkout' after placing your meal orders as this has been an issue for some parents previously resulting in no meals being ordered for their children. If you experience any difficulties with the ordering process or have queries about allergens, then please contact Swift Kitchen directly on 0330 236 6859 and they will be happy to assist.



Absence Reporting

A polite reminder that **all absences must be reported through the School Office** and should not be given directly to class teachers or staff members on the gates. The school should be notified of any reasons for absence by 9am each day (unless otherwise agreed with the Attendance Officer). Absences can be reported by dialling 01296 612371 (option 1) or by emailing office@smcs.org.uk. In cases of illness, please ensure you give a reason for absence rather than just 'unwell' so that we do not need to call for further details.

Absences such as holidays, weddings, or other planned events must be accompanied by a completed Leave of Absence form - <https://www.stokemandeville.bucks.sch.uk/usefulforms>. For absences relating to medical appointments, please ensure that an appointment card or confirmation is provided. This is to ensure that the school registers, which are a legal document, are completed accurately.

Children are often very open when discussing their absences, so we kindly ask that you are honest and clear when informing the school if your child will be absent.

Term Dates

For holiday planning purposes, term dates up until July 2028 can be found on our school website <https://www.stokemandeville.bucks.sch.uk/news-and-events/term-dates>. School events will also be updated throughout the year under 'Upcoming Events' - <https://www.stokemandeville.bucks.sch.uk/upcoming-events>

Medical appointments during the school day

Wherever possible, we ask that medical and dental appointments are arranged outside of school hours, however we appreciate that this is not always possible.

If your child has a morning appointment that is **not at 9:00am**, they should attend school first for morning registration before being collected for their appointment where possible.

For example, if your child has a local appointment at **10:00am**, they should attend school at the normal start of the day and then be collected for their appointment.

Likewise, if an appointment finishes early enough for your child to return to school, they should return for the remainder of the school day.

Where a child does not attend school before a later morning appointment and it would have been reasonable for them to do so, the session may be recorded as **unauthorised** in line with attendance guidance.

Please also remember that evidence of medical appointments must be provided where appropriate.

We appreciate your support and cooperation in following these procedures. By working together, we can ensure attendance records are accurate, minimise disruption to learning, and, most importantly, account for every child quickly and effectively each morning.

Breaktime Snacks

Don't forget to send your child in with a healthy fruit or vegetable-based snack to eat at breaktime. Ideas for this could be an apple, grapes, satsuma, banana, pear, carrots, celery, pepper slices, cucumber, cherry tomatoes or raisins. Please remember we are a **nut-free school**.



After School Clubs

We will be in touch early next week about the after-school clubs that will be on offer this year. This will include Dance (Wed), Netball (Mon), Football (Day TBC), Handball (Day TBC) and a new Multi-Skills Club (Day TBC).

Google Classroom

We have encountered issues with Google Classroom this week for Years 4 to 6. This is being looked at by our IT providers and new passwords will be given out to pupils next week.

Parking

Please continue to be respectful of local residents and mindful of pedestrians as you drive and park near the school and perhaps consider parking a little further away to reduce traffic near the school and make parking easier for yourselves. We are in constant communication with the Council and police about illegal and irresponsible parking and driving. Please help us all to arrive and leave school in a safe and happy manner.

Marsh Lane: As Marsh Lane is used by large farm machinery and tractors, please ensure that any cars parked along here are tucked as close to the hedge as possible and not blocking access to the driveways of our neighbours.

Allotments: We have had notice from the Parish Council that the Allotments Car Park is for allotment holders only during the peak growing season from 1st March until 31st October. Please ensure that you find an alternative location to park e.g. Eskdale Community Centre, during this period.

Medication in School

If your child has a new or existing condition and has the need for medication to be taken in school, then please collect a healthcare plan from the School Office to bring in together with the medication which should be in date, in its original packaging and clearly labelled with your child's name.

Please note that we are only able to administer prescription medication if it needs to be taken 4 times a day. Otherwise the expectation that medication will be taken in the morning, after school and before bedtime in line with our Managing Medicines policy.

PE Days

Please ensure your child brings in their PE kit at the start of the week so it is in school ready for PE lessons. Please find below a list of when PE days are timetabled for classes, however these can be subject to change on occasion:

Rec - Mon
Year 1 – Mon & Thu
Year 2 – Tue & Wed
Year 3 – Mon & Thu
Year 4 – Tue & Wed (Swimming)
Year 5 – Wed & Fri
Year 6 – Wed & Fri

Communications Home

Whole school: Layby Parking – TODAY

Whole school: Welcome Back – Reminders

Whole school: Hot School Meals – Next Week

Reception: Reception 2026 – First and Second Week Timings

Years 1-3: KS1 School Trip to Woburn Safari Park

Year 2: Year 2 – Tudor Houses

Year 3: Year 3 – End of Day Arrangements

Year 4: URGENT Year 4 Swimming Ability Form

Year 4: Year 4 Swimming – Autumn Term 2026

Year 4: Year 4 – Google Classroom

Year 6: Secondary Transfer Test – Opt Out Deadline

Payments/Consent Forms Available on School Gateway

MAC Users: MAC 2025/26

ASC Users: ASC 2025/26

Year 4: Year 4 Swimming – Autumn Term 2026 (*deadline 2/10/26*)

Dates for the Diary (New dates or times are written in RED)

Date	Time	Event
Tue 8 Sep	AM	Year 6 – Practice 11+ Exam
Wed 9 Sep	AM	Year 4 – Swimming lessons to start
Thu 10 Sep	AM	Year 6 – 11+ Exam
Mon 14 Sep	3.30-4.30pm	Netball Club to start (<i>details to follow</i>)
Wed 16 Sep	3.30-4.30pm	ZKT Dance to start (<i>details to follow</i>) – Years 5 & 6
Thu 24 Sep	AM	School Photo Day: Individuals and siblings (Tempest)
Fri 25 Sep		Park Away Day
Fri 25 Sep	9am	Parent Forum

Class Page Updates

Please note that class pages updates on the website will start from next week.

School Office

Opening hours: 8am to 3.40pm Monday to Friday

Email: office@smcs.org.uk

Telephone: 01296 612371



Please ensure all emails are sent to the School Office and not via School Gateway or classroom apps such as Seesaw or Google Classroom as these are not monitored and will not be responded to. Please note that we have a 48 hour response policy to all emails and this may be extended to 5 days during particularly busy times. For all urgent queries please telephone the School Office.