



Colley Lane Primary Academy

A part of the Windsor Academy Trust

Headteacher: Miss H Hale, B.Ed (Hons)

Colley Lane
Halesowen
West Midlands
B63 2TN

Tel: 01384 900450

Email:
info@colley.windsoracademytrust.org.uk

Website: www.colley.dudley.sch.uk

Company registration no: 07523436
Place of registration: England

1st April 2021

Dear parents and carers

As I will be leaving Colley Lane today, I would like to thank all of you for your support over the years. When I started 12 years ago as a teacher in Reception, I would never have thought I would then be headteacher of such a wonderful school; the years have certainly flown by and I have enjoyed each role I have undertaken. Colley Lane is a very special place, with dedicated staff and wonderful children and families and I wish you all the best for the future.

I would also like to take this opportunity to wish Mrs Fox all the best in her new role as Deputy Headteacher at Manor Way Primary. Mrs Fox has been an asset to the school, not only as an Assistant Headteacher, but also as our Designated Safeguarding Lead and will be missed by all.

School meals

Thank you to all the parents ordering lunches for your children via the new Google form. If you are ordering the meat option, please note that it is not halal. If you desire a halal option, you can select the Quorn alternative.

Please ensure that you keep a note of the days that you have ordered food from our caterers through the Google booking form. They use this information to gauge how many meals need to be prepared each day. This week, a number of children who pre-ordered food on our booking form, then brought in their own lunch. We want to avoid this situation occurring in the future as you will be charged for any food you pre-order even if you bring in your own lunch. If you are not sure whether you have or haven't pre-ordered food on a particular day, please contact the school office who also have a record of all meals booked.

Track and trace

We are still responsible for supporting Track and Trace for children who developed symptoms within 48 hours of being in school. Please read the following information carefully, if your child has been in school this week.

- Pupils, parents and carers only need to inform school of a positive case where symptoms occur within 48 hours of the confirmed case being on site. School will then identify close contacts within school and advise them to self-isolate. Please contact school using info@colley.windsoracademytrust.org.uk. This will be checked regularly over the Easter break.
- Where a pupil tests positive for COVID 19, having developed symptoms more than 48 hours since being on site, school should not be contacted. Please follow contact tracing instructions provided by NHS Test and Trace. This means pupils who develop symptoms on or after Sunday 4th April do not need to contact school.



Please remember that if you need to come into the school for any reason, you must wear a face mask in the porch area.

Keeping safe

We have become aware of the fact that many of our pupils have been going in large groups (up to 20 in a group) to the park after school. While it is tempting to do so as restrictions start to ease and the weather becomes warmer, it is important to remember that, as the prime minister has regularly stated, we are not out of the woods yet and we are still in a pandemic. Please can you ensure that your children adhere to government guidelines and do not cross class bubbles by mixing in large groups at the park. Our strong recommendation is that they walk home after school to avoid the risk of becoming infected.

Staff changes in Reception and Year 1

We have made some changes to staffing in Reception and Year 1. Miss Wilson has moved from Year 1 and is teaching in Reception while Miss Hunt is moving from Reception to support in Year 1. Miss Yousof and Mrs Williams will remain as class teachers.

FSM vouchers and breakfast / afterschool club

For those of you who receive FSM vouchers, you should have received a voucher to the value of £30 from Wonde; this will cover the two weeks over the Easter period.

We have limited spaces for breakfast and afterschool clubs, so can you please ensure you book up in advance as places will be assigned on a first come first served basis.

Parking

Can we remind you not to park on the drive in front of the bungalows on Colley Lane. The parking is for the elderly residents only and access is also required for professional carers visiting them on a regular basis.

Finally...

Once again, I want to thank you, the children and all of the staff for making my 12 years at Colley Lane such a wonderful experience.

I hope everyone has a restful and safe Easter break and I know that Mr Scarth, Mr Dowling and all of the staff will look forward to welcoming the children back on Monday 19th April.

Best wishes

Helen Hale