COPTHORNE
PREPARATORY SCHOOL

4 January 2019

Dear Parents

A very Happy New Year to you all
I hope the Christmas season brought everything that you all hoped for, and that 2019 is a very successful year for us all. A huge thank you from the Jones' family and all the staff for the wonderful gifts we received from some very generous parents. They are very much appreciated by us all, although very unnecessary!

We are now looking forward to another exciting term **starting on Monday 7 January.**

Staff news
All staff have been in school on Thursday and Friday for inset sessions / Departmental Meetings etc. and are now all enthusiastic about welcoming back your children on Monday!

We welcome three new Australian Gap Students: Elizabeth Duffy and Alice Capps (not arriving until Thursday) in the Pre-Prep and Jack Larter in the Prep School. Caitlin Thistleton remains at Copthorne until Easter, and Zoe Thompson-Edgeler until December.

Mrs Penrose-Smith (Year 2) is delighted to announce that she is pregnant, and will be starting her Maternity leave at half term in June. Mrs Owen will cover the class on a full time basis for the remainder of the school year. Mrs Angela Blackwell (Part-time Art teacher) is also going on Maternity leave at some point in the summer term.

Finally, Mrs Alison Richards (DT teacher) will be retiring at the end of this academic year in July.

Prep Diaries (Year 3 – 8)
All children will be issued with a new Prep Diary on Monday. Children are expected to take these to every lesson as usual, and may be charged £2 if they are defaced/misused. The Prep Diary contains a behaviour contract that children will sign and the diaries will need to be signed by parents each week.

Car Park
Please can I remind all parents to drive with extreme care in the school car parks, all the approach roads to the school, not to park on the roads outside school, or drive whilst on mobile phones! Whenever there are cars on the asphalt, children must use the safe pavement/walkways and parents **MUST** check that the crossings are clear of children before they proceed. Please do not leave engines running whilst you wait as this pollutes the environment, and lights should be turned off to avoid dazzling other drivers. Please note the revised "Asphalt car park closed times" between 8.30am – 4.30pm, and do not be tempted to open the gate between these times! The responsibility for safety lays with the drivers not the children!

School Calendar & Term Dates
The Spring Term 2019 Calendar is available on the website, and any amendments will be made to this version and reported in the weekly newsletter. Key dates for the Spring and Summer terms plus confirmed term dates up to the end of the Summer Term 2020 are attached to this letter for your convenience.

Headmaster - Chris Jones B.Ed (Hons)
Copthorne Preparatory School, Effingham Lane, Copthorne, West Sussex RH10 3HR
01342 712311 office@copthorneprep.co.uk www.copthorneprep.co.uk
Registered Charity Number 270757 Company Registration Number 1239211

Activities
These are all due to start on Monday. If you have not returned your option forms yet, could you please do so as soon as possible?

Photos of school events
A reminder that these are now posted on the School website, in the Parent Zone. In order to access these you need a login code provided by the school. It is a very easy process, simply log onto the website, go to the parent zone and follow the instructions.

Appearance/School Uniform/Manners/Behaviour/Punctuality
As is customary at the start of any term, we will be having a real purge on these key areas of school life in the Prep School in particular, and we would hope that all parents will support us in our attempts to raise standards. Please send your children into school looking smart, wearing blazers with shirt top buttons fastened and ties pulled up to the collar. Only school coats, beanie hats and scarves should be worn and gloves should be black. Bags should all be school issued, and please limit your child to only one pencil case.

School Fees
These are now due, but please be aware of an email scam whereby fee paying parents are being advised that the school sort code and account number has changed so parents are instructed to pay fees into a different bank account. We have **NOT** changed our account details!

2019 Ski Trip
Parents whose children are booked on the trip are reminded to return all the consent/information forms that they received in the end of term mailing on Monday please!

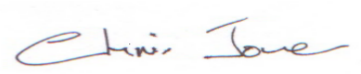
Start of the school day
Parents should try to be punctual in dropping children off in the morning, as Registration ends at 8.25am when children move off to Chapel or lessons. Latecomers will need to register in the Office and the gate to the Asphalt Car Park will be closed at 8.30am.

Reading Challenge
To try and encourage reading at home more, every form will have a 'Reading Challenge' chart in their classrooms with children aiming to achieve 120 entries (signed by parents or staff) in their reading records. When they achieve 120 reads, they will receive 8 effort stars and a certificate. This is throughout the whole school and includes pre-prep.

I look forward to another busy and successful term, and in particular getting to know all our new families.

Children should arrive on Monday for registration between 8.00 – 8.15am.

Yours sincerely



Chris Jones
Headmaster

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Spring Term 2019 – Key Dates

Thursday 3 January	9.45am	Staff Inset
Friday 4 January	10.00am 9.00 - 2.00pm	Staff Inset School Uniform Shop open (no appointments necessary)
Monday 7 January	**8.15am**	**Term Starts**
Friday 18 January		Astro Disco for children
Tuesday 22 January		Year 6 Maths Challenge at Eagle House School
Friday 25 January		Year 4 Roman Day Inter Schools Cross Country at Great Walstead
Monday 28 January	7.00pm	Senior Choir performing at the O2 (Young Voices Concert)
Tuesday 29 January		School shop closed for the remainder of the week
Saturday 2 February		Open Morning & external scholarship assessments
Monday 4 February	8.10 – 8.30am	Pre-Prep classrooms open & Parent consultations this week
Thursday 7 February		Pre-Prep Parents' consultations late night
Friday 8 February		Ardingly Cross-Country relays
Saturday 9 February	7.00pm	Astro Ball at the Effingham Hotel
Monday 11 February		Start of Year 7 & 8 exam week
Friday 15 February		**Half term starts after school**
Monday 25 February	7.30am	School restarts
Thursday 28 February	All day 6.00pm	U.11 IAPS netball tournament at Hurstpierpoint College Year 5 & 6 Music Concert (invitation only)
Friday 1 March		U.11 Ruby 7's tournament at Ashdown House
Saturday 2 March		Year 2 football tournament at the Hawthorns school
Monday 4 March		Pre-Prep Book Week
Wednesday 6 March	6.00pm	7 LC Parents' Evening
Thursday 7 March		World Book Day (come to school dressed as a book character) U.10 netball tournament @ EGNA U.9 hockey festival @ Burgess Hill
Friday 8 March		U.11 rugby and netball at Brighton College
Tuesday 12 March	From 6.00pm	7 IP Parents' Evening
Thursday 14 March		Year 3 trip to Kew Gardens
Friday 15 March		Comic Relief Day (non-uniform red-nose day)
Monday 18 March	 From 6.00pm	Nursery Parents consultations this week Year 8 Parents' Evening (children also attend)
Thursday 21 March		Year 7 & 8 trip to Nice departs (returns on Sunday 24 March) Nursery Parents' Consultations late night
Monday 25 March	6.00pm	First performance of Year 3 & 4 production of "Mary Poppins"
Tuesday 26 March	6.00pm	Second performance of Year 3 & 4 production of "Mary Poppins"
Thursday 28 March		Final performance of Year 3 & 4 production of "Mary Poppins"
Friday 29 March	9.00am 2.45pm 3.30pm	EYFS Mother's Day Service Year 1 & 2 Mother's Day Service Cake sale for the Astro Appeal Term ends from 3.30pm for all children (supervision available until 5.00pm)
Saturday 30 March	4.00pm	Ski Trip departs (returns Sunday 7th April at 10.00am)

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Summer Term 2019 – Key Dates

Monday 22 April		Easter Monday (Bank Holiday)
Tuesday 23 April	**8.15am**	**Term Starts**
Thursday 25 April	7.00pm	Current Year 4 Parents' Information Evening – Life in Year 5
Saturday 4 May		Open Morning
Monday 6 May		**Bank Holiday no school**
Tuesday 7 May		Tempest Class Photos
Thursday 9 May	6.00pm	Year 8 French water sports trip presentation to children and parents
Sunday 19 May		Astro Appeal Triathlon
Monday 20 May		Week of Year 7 & 8 Exams
Friday 24 May	9.30am From 3.30pm	Prep School Sports – all day **Half term starts after school – supervision available until 5.00pm**
Saturday 1 June	4.00pm	Year 8 depart for France (return on Saturday 08 June @11.00am)
Sunday 2 June	11.00am	Year 7 depart for Snowdonia (return on Friday 7 June @ 5.00pm)
Monday 3 June	8.15am	School restarts after half term Week of Year 6 exams
Monday 10 June		Start of Year 6 Bikeability Week Start of Year 8 Enrichment Programme
Friday 14 June	All day	Year 8 Leavers Walk (parents welcome to join in!)
Thursday 20 June	10.30am 1.30pm	Nursery (Acorns & Oaks) & Reception Sports – parents welcome Barbeque for all Pre-Prep & Nursery parents Years 1 & 2 Sports – parents welcome
Friday 21 June	All day	IAPS County Athletics trials at K2 (Year 6 – 8)
Tuesday 25 June	6.15pm	Year 7 & 8 Young Musician of the Year Competition
Friday 28 June	7.00pm	Quiz Night tbc
Sunday 30 June		Family Fun Day tbc
Monday 1 July		National Athletic Championship finals - Birmingham
Wednesday 3 July	8.45am 2.00pm 6.00pm	Pre-Prep & Nursery End of Year Concert Year 8 Leavers' Cricket and Rounders v Parents. Year 8 Drama performance + BBQ (with parents)
Friday 5	3.30pm	All children free to leave – supervision available until 5.00pm
Saturday 6 July	**10.30am**	**Speech Day and Prize Giving** **Term ends approximately 12.30pm**

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FUTURE TERM DATES

Autumn Term 2019

Staff Inset	Thursday, 29 August
Staff Inset	Friday, 30 August
Term Starts	Monday, 2 September
Half Term after school	Friday, 18 October
School re-starts	Monday, 4 November
Term Ends (from 3.30pm)	Friday, 13 December

Spring Term 2020

Staff Inset	Thursday, 2 January
Staff Inset	Friday, 3 January
Term Starts	Monday, 6 January
Half Term (after school)	Friday, 14 February
School re-starts	Monday, 24 February
Term Ends (from 3.30)	Friday, 27 March

Summer Term 2020

Staff Inset	Thursday, 16 April
Staff Inset	Friday, 17 April
School Starts	Monday, 20 April
Bank Holiday	Monday, 4 May – No School
Half Term (after school)	Friday, 22 May
Year 8 depart for France	Saturday, 30 May (return Saturday 6 June)
Year 7 depart for Wales	Sunday, 31 May (return Friday 5 June)
School restarts	Monday, 1 June
Term Ends (12.30pm	Saturday, 4 July (after Speech Day)

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