

# DOWNSEND PRE-PREP TIMES



## Epsom



Downsend School Pre-Prep Epsom  
6 Norman Avenue  
Epsom KT17 3AB

Friday 2nd February 2018

epsompre-prep@downsend.co.uk  
www.downsend.co.uk  
Tel: 01372 385438

### Message from the Head Teacher

It has been a busy week with staff in and out of school. Ms Clayton attended the Cognita safeguarding conference on Tuesday and has brought back some new ideas to improve our practises and systems even further. She was also able to network with other DSL's which was invaluable to her within her new role as DSL. On Wednesday Mrs Carruthers and Ms Clayton attended the Cognita leadership event with 190 senior leaders from Cognita schools. They had a chance to meet the Cognita executive team and to hear from the very top the vision they have for Cognita schools further supporting their understanding of how we fit into the bigger picture of Cognita and why certain initiatives are happening within our school at

this time. On Thursday I was at the UK SIN (School Improvement Network) Headteachers meeting. I was asked to do a short presentation for this meeting to the other 39 Cognita Headteachers in the UK about how I monitor the effectiveness of teaching on learning, with our practise here being regarded as a model of good practice. I was very proud to share our work here. It is always difficult when staff members are out and we are very lucky to have Mrs Burbidge who all our children know who mostly covers for staff absence. It is important that staff get out of school though to network and share ideas and keep up to date with current educational thinking.

**Mrs Vanessa Conlan**

### DEPA news

#### DEPA Informal Drinks Evening – Wednesday 07 Feb @ 7.30pm

We hope you have the childcare sorted, and are looking forward to joining the DEPA team on Wednesday for the informal drinks evening. At the drinks, DEPA are looking to exercise your creative thinking muscle to kick start our Summer Fair planning! The team are very much looking forward to seeing you there. Let us know if you are able to join us so we can organise the appropriate refreshments - [epsomdepa@gmail.com](mailto:epsomdepa@gmail.com).

#### Mother's Day surprise (Mothers, look away now!)

With Mother's Day on the horizon, the DEPA team are working with the teachers to create a personalised gift to remember. This could be a lovely gift for Mum's and Grandma's alike! We don't want to spoil the surprise so more information will be shared in the school bags soon, but in summary all you need to do is complete the order form (which includes the artwork) during half term, return it to your class rep by **Tuesday 20th February 2018** along with a **payment of £5** (cash or cheque payable to DEPA) and the DEPA elves will do the rest! We can't wait to see how our children respond to their creative challenge and look forward to hearing feedback from happy Mum's after the big day! If you have any questions, do let your Class Rep or the DEPA team know [epsomdepa@gmail.com](mailto:epsomdepa@gmail.com).

#### Dates for the Diary: Don't forget....

- 21 Feb – Bring your bags of clothes donations in to school at morning drop off
- 27 Feb – DEPA Coffee morning at school

#### People who help us

Reception had an incredibly exciting today! They dressed up as different people who help us and then had a visit from some real life people who help us!





## Downsend School

Useful Contacts:

Pre-Prep Epsom 01372 385438  
 Pre-Prep Ashtead 01372 385439  
 Pre-Prep L'head 01372 385437  
 Prep School Office 01372 372197  
 Admissions 01372 372311  
 School Nurse 01372 385409  
 Finance 01372 374842  
 Marketing 01372 385402  
 Downsend PP+ 07899 011275  
 Downsend+ 01372 385403

### Celebration Board

**Achievements in class work, good manners and excellent behaviour are celebrated in a special assembly every week.**

**We congratulated the following children this week:**

**First Steps**  
Whole class

**Hedgehogs**  
Isabel

**Squirrels**  
Aiden

**Badgers**  
Emily

**Owls**  
Ella

**Well Done!**

### Keeping Children Safe

Over the next few weeks there will be a different focus in the weekly newsletter related to our Child Protection systems and processes in school

#### **This week: what do we if a child makes an allegation?**

If a child makes an allegation that they have been hit or hurt by someone, we are required to contact our MASH (Multi-Agency Safeguarding Hub) for advice. We are proud of the relationship we have with parents at Downsend Pre-Prep Epsom and would always prefer to talk to you first, but we have been told that we are not to do this until we have been advised to do so. From our experiences, when we call MASH there are different 2 courses of action that they could take. They may advise us to speak to you ourselves to gather more information before a decision is made or they may contact you directly. I do understand that being contacted by MASH (you will most likely be called by a social worker in the team) without any prior warning from us regarding concerns will be a huge surprise. Please be rest assured that we are following standard procedures and therefore we must take this course of action.



Our neighbours in Windmill Close have requested that we do not 'double park' on the road. There is currently building work going on at the end of the road and lorries and works vehicles have been unable to gain access to their site. Thank you for your support.

### **Events Week Commencing Monday 5th February**

#### **Lunch Menu week 3**

<b>Mon</b>	3.30—4.30	Spanish club
	3.30—4.30	Poptastic dance
<b>Tues</b>	am	Pancake races
	3.30—4.30	Ready Steady Go Kids
	4.30	Mrs Conlan at Downsend expansion meeting at main site
<b>Wed</b>	am	Mr Thorpe in school
	All day	Safer Internet Day
	All day	FS dress up day—Superheroes
	3.30—4.30	Forest club
	7.30	DEPA Informal drinks evening
<b>Thurs</b>	3.30—4.30	Science club
<b>Fri</b>	All day	RR dress up day
	3.30—4.30	Cookery club

**Inspiring young minds**