



Dear Families

Welcome back! I hope that everyone had a really peaceful and relaxing break.

It was lovely to see our young people returning to school this week and to welcome new students, parents and staff to the Castle family.

We hope you all enjoy being part of our school family.

Family Support Worker

We would like to inform you that Tina Merry is now our school's Family Support Worker. Many of you may know Tina as she has worked at Castle for a long period of time now, however we have included a photo of her below for your reference. Tina's role is new from this academic year and we hope this will be very beneficial additional support for all parents/carers/ students and families.



Tina's role will involve various aspects of support for you all where needed, including:

- Communication between families/schools and other professionals.
- Health and Well-being for parents/carers and young people.
- Links with external agencies
- Support for school meetings
- Admin support – e.g completing forms / applications etc
- Signposting
- Support for any challenges that may occur for children and their families in any given situation.

If you would like any support, advice or have any questions, please do not hesitate to contact Tina via the email below:

familysupport@castle.cambs.sch.uk

You can also call the school reception who can transfer you if you prefer to speak to Tina via the phone.

Memory Garden

Over the summer, we have had built a memory garden to remember our students who sadly have passed away.

Each pupil will have a plaque made in their memory.





Medication

At the start of a new term I thought it would be helpful to remind you of the statutory regulations we have in place regarding medication.

We cannot give any medication to a child without a signed Consent Form from parents/carers or if the information on the box/bottle does not match the protocol we have. We also have to check that the medication is 'in date' and the correct name is on it.

I know you will support us in this and we in turn will ensure we inform you of any concerns.

School Transport

Apologies for all the disruption cause this week by School transport. This can often cause challenges and we are working hard with Education Transport to ensure we solve difficulties as soon as possible.

I thank you for your patience and good communication whilst we work with providers to ensure a smooth transition for our pupils and families.

If Parent/carers still need to make an application for SEN Post 16 transport, online would be the quickest way to apply.

"Follow the link:

www.cambridgeshire.gov.uk/education/transport

please follow the link to the Post16 SEND pages and click on 'How to apply'."

School Uniform

Please can you ensure uniform is clearly labelled with your child's name.

We have a small selection of preloved T-shirts and jumpers in the school office if you are in need of these please contact your child's class teacher.

We are welcoming any second-hand uniforms. Please send them to school with your child or drop them in the school office.

It is essential everyone has PE kit to change into particularly those in the Secondary department. This does not need to be branded.

Here is the link to buy a P.E kit ready for September

<https://www.yourschooluniform.com/>

Every pupil will have their own kit, shorts, T-shirt, trainers and swimming kit.

Support for Families Struggling Financially

Have your circumstances changed recently? Have you checked if your child might be eligible for Free School Meals

Your child will get free school meals if you receive any of the following:

- Income Support
- Income Based Job Seekers Allowance
- Income-related Employment and Support Allowance
- Child Tax Credit - but no element of Working Tax Credit - and have an annual income (as assessed by HM Revenue and Customs (HMRC)) that does not exceed £16,190
- If you are supported under Part VI of the Immigration and Asylum Act 1999
- Guarantee element of State Pension Credit

- Working Tax Credit during the four week period immediately after your employment finishes or after you start to work less hours per week
- Universal Credit with an annual net earned income of no more than £7,400 (as from 1 April 2018)

Families who are currently paying for school meals will save around £450 a year for each primary school child if they are entitled to free school meals.

When your child is registered for free school meals, if your child is in Reception to Year 11, the school will also receive Pupil Premium, which is extra money to support children from families on lower incomes. If your child is in receipt of [universal infant free school meals](#) (where your child is in Reception, Year 1 or Year 2), we still recommend you apply if you believe you may be eligible for free school meals, because the protection will continue beyond Year 2 and the school will receive Pupil Premium funding to support your child's education.

You can apply for free school meals online at:

https://cambridgeshire-self.achieveservice.com/service/Apply_for_Education_Welfare_Benefits

Ask the office or your class teacher if you need help making an online application.

Nut Free School

Finally, can I remind you that we are a nut free school. Thank you for your help in keeping all our pupils safe and well.

Term Dates 2023 to 2024

Autumn Term 2023

Training Day	4 September*
Term Starts	5 September
Half Term	23 – 27 October

Training Day	30 October*
Term Ends	20 December

Spring Term 2024

Training Day	3 January*
Term Starts	4 January
Half Term	19 – 23 February
Term Ends	28 March

Summer Term 2024

Term Starts	15 April
Bank Holiday	6 May
Half Term	27-31 May
Training Day	5 July*
Term Ends	22 July
Training Day	22 July*

*School will be closed to pupils on Training Days

Best wishes

Charlotte

Charlotte Whysall – Headteacher