



NEWSLETTER 4

FRIDAY 3rd October 2008

Sing Up Awards

Longwell Green Primary School has registered for the new Singup awards. We are aiming to get a gold award during this school year.

Sing Up is the Music Manifesto's National Singing Programme. It's a programme to make sure that singing is at the heart of every primary school child's life. We believe that singing has power to change lives and help to build stronger communities.

There is an excellent website, with a page specially designed for families.

Why not take a look?

You will find it at:

<http://www.singup.org/families/>



It includes some fun singing activities that you might like to try with your child. The website is updated frequently. Current activities include picnic games and singing activities for car journeys and rainy days.

Bristol Voices Junior Choir

You can sing with us if you are in Years 4, 5, 6, 7, or 8.

Every Monday and the new term starts on Monday 13th October at Bristol Cathedral School 4.30-5.30 pm. No membership fee. Free drink and biscuit when you arrive, just turn up!

Fair Processing Notice

Please find below a copy of the Fair Processing Notice – Layer 1; this gives details of how the data held on pupils in schools is used. The data we hold in school is taken from the Pupil Information Sheets which you have recently completed. The Fair Processing Notice – Layer 2, which can be viewed in full on the school website or in a hard copy which can be requested at the school office, gives additional information about the use of data by schools, the local authority and the Department for Children, Schools and Families.

Fair Processing Notice (Layer 1)

DATA PROTECTION ACT

This school complies with the Data Protection Act (1998) when processing information on pupils. To comply with the Data Protection Act (1998) this school must make sure its records are correct and may ask parents/guardians to cooperate in checking the accuracy of the information held.

The **school** holds information on pupils in order to:

- support their teaching and learning.
- monitor and report on their progress.
- provide appropriate pastoral care.
- assess how well the school is doing as a whole.

These records include contact details, National Curriculum assessment and examination results, attendance information, characteristics such as ethnic group, special educational needs and any relevant medical information. From time to time we are required to pass on some of this data to:

- the Local Authority (LA) (South Gloucestershire Council)
- another school at which the pupil is receiving tuition or to which is transferring
- the Qualifications and Curriculum Authority (QCA)
- Ofsted
- the Learning Skills Council (LSC)
- the Department for Children, Schools and Families (DCSF)
- Department of Health (DH) and Primary Care Trusts (PCTs)
- ContactPoint (further information below)
- organisations that require access to data in the Learner Registration System
- other agencies that are prescribed by law

All these are data controllers in respect of the data they receive, and are subject to the same legal constraints in how they deal with the data.

The governing body of a maintained school in England is required by law to supply basic information to ContactPoint, a directory that will help people who work with children and young people to quickly find out who else is working with the same child, making it easier to deliver more coordinated support. This includes the name and address of the child, contact details for their parents or carers (with parental responsibility) and the contact details of the school.

Your attention is drawn to the Full Notice (Layer 2) which gives greater details of how the pupil data is processed and the rights of parents and pupils.

Your Rights

Pupils have certain rights under the Data Protection Act, including a general right of access to personal information held on them. Parents can exercise this right on their behalf if pupils are too young to do so themselves.

Please note that all rights under the Data Protection Act to do with information about your child rest with them as soon as they are old enough to understand these rights. This will vary from one child to another and you will wish to consider the position for your child, but, as a broad guide, it is acknowledged that most children will have sufficient understanding by the age of 12. We would therefore encourage you to discuss this notice with your child if they are aged 12 or over.

Separately from the Data Protection Act, regulations entitle a pupil's parent (regardless of the age of the pupil) to view, or to have a copy of, their child's educational record at this school. If you wish to exercise this right you should write to the Headteacher.

Be Safe Be Seen

On Friday 10th October we will be hosting a special guest assembly. The special guest at the assembly will be Tommy the Toucan who is part of the Louis Taylor Road Safety Show. There will be a sale of fluorescent and reflective material to children, including stickers, clip on reflectors and flashing key rings. Posters and leaflets will be available for each child.

Reflective Armband	£1.25	Velcro Armband	75p
Stickers	75p	Mini Beamer	£1.50
Clip on Reflectors	70p	Sports/PE bag	£3.75
Key Ring	£1.50	Fluorescent Waistcoat	£3.00
Cycle Clips	£1.00	Duffle Bag	£4.00



Longwell Green Becomes Even Greener!
The Launch of Eco-Schools at Longwell Green



Yellow Woods Challenge: Recycle Your Yellow Pages at School

Collecting until October 24th

Thank you to everyone who has helped in making such a fantastic start to the Yellow Woods Challenge. In the first week you collected nearly 200 old Yellow Pages. And this week we have already reached 300 copies! As you know these will be recycled instead of being dumped in a landfill site.

In addition to the posters in local shops we would like to leaflet our neighbourhood (the Friends of Longwell Green have kindly provided the paper for the leaflets and a collection point for members of the public). If you would like to leaflet a street or two on your way home with your child please come and sign up for the street(s) you can do this on the sign up sheet and collect the leaflets from the front foyer at the start and end of each school day. Please do check the streets already signed up for so we can avoid duplication!

Finally, please take care when carrying the directories; Yellow Woods recommend children should only carry one directory at a time, in their hands and not in a bag, so adults please be ready to flex those muscles as you assist the children!



Morrison's Let's Grow Vouchers

We are now registered with this latest supermarket voucher scheme so please ask family and friends to save their vouchers for us. We can then get lots of free gardening stuff! Our local hypermarket has provided us with raised beds through Eco-Vouchers (thank you everyone who helped us collect over 8000 of these). Plans are afoot to use the raised beds to re-establish the school garden so we are going to need equipment such as gardening tools, watering cans, seeds, wellies, gloves, pots and trays. All of these items are available through Morrison's in exchange for the vouchers.