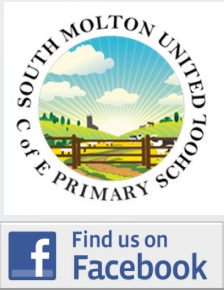


SMUPS News

Tel. (01769) 572656

Email: admin@smups.devon.sch.uk



Friday 3rd December 2021

Hello from the Head!

It seems unbelievable that we are already in December and there are only two weeks left of the term before we break up for Christmas. As in common with many schools in Devon, pupil and staff absences over the last few weeks have presented significant challenges. However, I am pleased to say that our attendance has now returned to a much more normal rate.

Well done to the children in **year 5**, who have been completing their Bikeability this week— Ian and Kevin, the instructors, have commented on how well the children have done and their excellent behaviour.

Christmas lunch is scheduled for **Thursday 16th December**. This will need to be pre ordered for all children. An email came out today about how to do this. We will also be having a day of class **Christmas parties and games** on that day instead of a Christmas Fayre. Again an email will be coming out about arrangements for this day.

All classes will be doing a Design Technology piece of work over the final two weeks, which will result in a Christmas gift that they have made. These will hopefully come home in the last week of term. We are very happy for the children to bring in **Christmas cards** this year for their friends and classmates.

Have a lovely weekend.

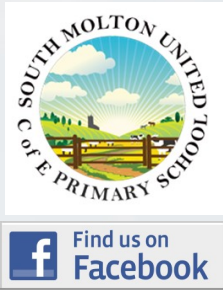
Collective Worship

On Monday, we lit the first candle on the Advent Wreath as we discussed the importance and significance of Advent for Christians.

Things to Remember

- **Please do not drive up to drop off or collect your child** at normal pick up and drop off times as we have large numbers of people walking on site. Please only use the car park if you are a blue badge holder. **The disabled parking spaces are for blue badge holders only.** If you need to drive, please park safely and considerately on the roads around school. **Please do not park at the junctions of roads.**
- A reminder that we are a **nut free school**. Please do not give your child nuts as a snack or in their packed lunch as we have a number of children in school with nut allergies. Many thanks.
- **Please do not bring dogs** onto the school site. Many thanks for your co-operation with this matter.
- **Regarding stomach bugs/sickness:** School policy is for children to stay off school for **48 hours** after the last episode.

SMUPS News



Certificates of the week!

Acorns: Florence and Tristan

Oak: Finley I and Poppy

Ash: Dallas and Frankie

Pine: Cash

Beech: Eliza

Apple: Billy

Willow: Liam and Lily

Elm: Annaleigh and Tyler

Holly: Whole Class

Well done to all our certificate winners this week.

School Crossing Patrol

Please note that at present we are not able to staff the crossing patrol in the afternoons so please take extra care when crossing the road after school.

NEW MENU TASTING

On Friday 10th December, Dart Fresh (our new catering providers) will be in school to do a tasting session of items on the new menu for the children. There will also be a chance for parents/carers to taste the food at pick up times. We will send out full details early next week.

Job Vacancies

Kitchen Assistant

£9.25 per hour, 16 hours per week (term time only). Closing date noon 13/12/2021

We are looking for a conscientious, flexible and reliable individual, who would like to work in our friendly team. Duties will include helping to prepare day to day meals under the supervision of the Kitchen Manager. Setting the dining area ready for the children, clearing away and cleaning so to maintain a hygienic kitchen and dining area. No experience required as full training will be given.

The job description and application form can be found on the school's website <https://www.smups.devon.sch.uk/blog/?pid=6&nid=2>

Please use the supporting statement element of the form to identify what qualities and experience you can bring to this post. Completed applications should be emailed to admin@smups.devon.sch.uk

This is a part-time, permanent position working 16 hours per week, 38 weeks per year starting in January 2022. These hours will be worked Monday to Friday 10 am -1.15 pm but may require some flexibility to meet the needs of the school.

A DBS disclosure is required for this post. We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. Written references will be taken up before candidates are invited to interview.

For more details, please contact Melanie Cook, Kitchen Manager or Hannah Cumings, School Business Manager 01769 572656 or email admin@smups.devon.sch.uk

Clerk to Governors

£10.41 - £11.50 per hour depending on Experience, 6 hours per week term time (38 weeks per year).

South Molton United Church of England Primary School Governing Body invites applications for a Clerk to the Governors. The governing body is effective and contributes fully to the school's success.

The Clerk will be accountable to the governing body, working effectively with them, the chair of governors and head teacher.

The Clerk's main role is to provide professional clerking services to the governing body and its committees. You will:

- Be able to take accurate minutes from your own notes to then produce well presented minutes for distribution and reference.
- Collate and distribute agendas and associated paperwork in advance of meetings and prompt committee members and school staff on when items need reviewing.
- Be available to take minutes at all meetings throughout the year, approx 12 meetings a year. Timings of meetings varies, some will take place within the day and others in the evenings.
- Be responsible for updating and circulating policies and find out information for the Governing body on various issues.
- Attend relevant training events organised by the Local Authority and Governor Services.
- Support the induction of new governors and guide the Governing Body on procedural matters

Experience is desirable but not essential as training will be provided. Candidates should have sound administration experience and be competent in the use of ICT, email and internet and have access to a computer.

This post is home based but will require an ability and willingness to visit the school regularly to deal with admin tasks in addition to attending meetings. Currently most of the meeting are done via Teams or Zoom. You should have an interest in education, be tactful and able to deal with matters confidentially. You should be reliable and flexible.

A DBS disclosure is required for this post.

We are committed to safeguarding and promoting the welfare of children and young people, and expect all staff and volunteers to share this commitment. Written references will be taken up before candidates are invited to interview.