

Everyone can achieve

Everyone can learn

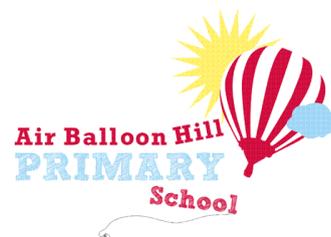
Everyone belongs

## Air Balloon Hill Primary School

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## Newsletter 10

18th November 2022

### In this week's newsletter:

- \* Message from Mr Browse
- \* A word from the governors...
- \* FAB Bingo Night
- \* Reception Nativities
- \* Dates for your Diary
- \* School Photo Day
- \* Christmas Lunch
- \* Christmas Jumpers
- \* Job Vacancies at Air Balloon Hill Primary School
- \* FAB - Christmas Fayre
- \* Dogs on site
- \* Sarah's Top Tips
- \* Boys and Girls Socks
- \* Foodbank Christmas Appeal
- \* Message From Bristol with Love - Ukraine Appeal
- \* Stratos Galley
- \* World Cup

Hello,

This week, as well as anti-bullying week, the children have been taking part in the Times Table Rock Stars national 'England Rocks' competition. Miss Turner, our Maths Leader co-ordinated our participation and throughout the week the children visited the ICT suite for an extra session dedicated to taking part in the competition. We are very pleased to announce that Air Balloon did really well and achieved the following rankings:

**1st place:** Top scoring schools in South West (including Secondary schools)

**8th place:** Top scoring primary schools in England

**13th place:** Top scoring schools in England (including Secondary schools)

This is a real achievement and something we are really proud of. Well done to all the children who have been busy learning their times tables and learning them at home through Times Tables Rock Stars: Air Balloon rocks!

Enjoy your weekend,

Tim Browse

### A word from the governors...

The Governors Education Committee met this week. During our meeting we looked at information about safeguarding, the Early Years and SEND with members of the school's leadership team. The school also shared with us the targets which they have set for Reading, Writing and Maths for all year groups for this school year.

The school is keen to hear your views on the school and we would encourage you to complete the parent survey so we know what is working well and what you think could be better. Many of you have already responded, but in case you haven't yet, you can find the survey [here](#).

Many thanks,

Teresa Hill

Chair of the Education Committee

### FAB Bingo Night

Bingo night is on tonight! Doors open at 7, eyes down at 7.30. There are still spaces available so we would welcome anyone who would like to pay on the door, £2.50 entry fee. There will be cash prizes, the bar will be open and snacks will be available.



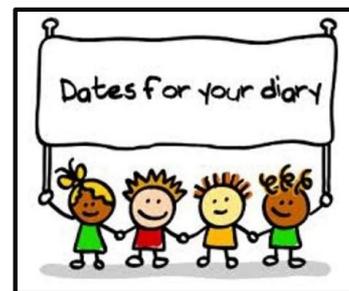
### Reception Nativities

We are delighted to confirm that, after a break due to Covid restrictions, the Reception Nativity plays are back! The children have already started to learn their songs and are getting ready for their performances. Nativities will be held on Monday 12th December: Star & Sky at 10am and Sun & Moon at 2.20pm.



### Dates for your Diary

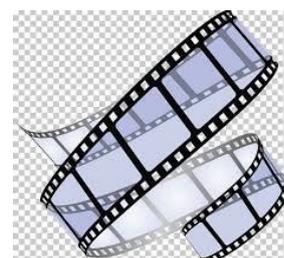
- Reminder that Year 1 parents and carers are invited in every Friday morning to read with their child between 8.45 and 9am
- Saturday 26th November – 11-2 Christmas Fayre
- Monday 28th November – Aquila Class trip to Saltford Education Centre
- Tuesday 29th November – Orion Class trip to Saltford Education Centre
- Wednesday 30th November – Phoenix Class trip to Saltford Education Centre
- Tuesday 29th & Wednesday 30th November – Year 6 Height and Weight Screening (School Nursing Team)
- Friday 2nd December – Inset Day (School closed to pupils)
- Monday 12th December – Reception Nativities
- Tuesday 13th December – Air Balloon's Got Talent & Stories Around the Christmas Tree (6pm) More details to follow
- Thursday 15th December – Christmas Lunch and Christmas Jumper Day
- Friday 16th December – Christmas Jumper Day and Class parties



**NEW Date** – We have now scheduled in an Inset day for **Monday 9th January**, for some important staff training. This means that all of our Inset days for the year are now confirmed. The final Inset Day is **Monday 20th March 2023**. The school will also be closed on **Monday 1st May** (Bank Holiday) and **Monday 8th May 2023** for the additional Bank Holiday for the King's Coronation.

### School Photo Day

Remember that individual and sibling/family group photos will be on Thursday 24th November. We will arrange for in-school siblings to be photographed together during the day and we have a small window before school for any out-of-school sibling groups to be photographed. This will be in the Messier Hall (PE Hall) between 8.15am and 9am. If you would like a family photograph, please come straight into the hall from 8.15am. We regret that we will not be able to accept any family groups joining the queue after 8.45am.



We ask that all children come to school in their correct uniform next Thursday – including school jumper or cardigan. If your child is due to have PE on Thursday, please ensure they wear their uniform and NOT their PE kit. If you have any questions about school photos, please speak to Mrs King in the school office.

### Christmas Lunch

This year, Christmas Lunch will be on Thursday 15th December. A copy of the menu will be published shortly. So that no-one misses out, we will automatically order a Christmas main meal for all pupils unless you complete this form <https://forms.office.com/r/tr1b2sq7Bj> to let us know that your child either doesn't want a lunch or requires the Halal or Vegetarian option instead.

Christmas lunch is £2.25 per pupil (unless they are eligible for Free School Meals or are in Reception, Year 1 or Year 2). Payment for lunches must be made via Arbor before Thursday 8th December - if you have a positive balance in Arbor for dinners, the cost of the meal will be deducted from your balance automatically on the day.

Please ensure you complete the above form by Friday 2nd December so that we can ensure the kitchen orders sufficient quantities of food.

If you have any questions, please speak to Mrs Mann in the school office. Allergen information will be available on request.

Please note that the jacket potato option will not be available on this day.

## Christmas Jumpers

FAB are taking donations of unwanted Christmas jumpers to sell on at the Christmas Fayre. If you have any jumpers you would like to donate, please leave them at the main reception.



## Consultation on School Admissions Policies for 2024/25

### St Mary Redcliffe and Temple School

SMRT are consulting on their admissions arrangements. If you would like to take part in the consultation, you can find their proposed policy for 2024/25 on their website by following this link: <https://www.smrt.bristol.sch.uk/index.php/main-school-admission-policy-2024-25-for-consultation-only>

If you would like to comment on the proposed changes to the Policy, please reply in writing to Mrs S Josham, Clerk to Governors (or via email). The consultation period starts on 17 November 2022 and finishes on 5 January 2023. Please note responses received after 12 midnight on 5 January 2023 will not be considered.

### Cathedral Schools Trust

Please [click here](#) to view the proposed admission arrangements for the below schools. (Proposed changes are highlighted in yellow).

Headley Park Primary School, Hotwells Primary School, St Werburgh's Primary School, Stoke Park Primary School and St Katherine's School.

The consultation process will run from Tuesday 15th November 2022 to 12 noon on Tuesday 10th January 2023.

## Job Vacancies at Air Balloon Hill Primary School

Please visit the vacancies section of the school website for our latest job opportunities, or visit

<https://www.eteach.com/schools/air-balloon-hill-primary-school-24934>

**Air Balloon Hill Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.**

**An enhanced Disclosure and Barring Service Check are required for these positions.**

**We particularly welcome applications from underrepresented groups including, ethnicity, gender, transgender, age, disability, sexual orientation or religion.**

## FAB - Christmas Fayre

The Air Balloon Christmas Fayre will be taking place on Saturday 26th November 11:00am -2.00pm. There will be stalls to buy gifts and crafts, along with games, food and drink, and a raffle, however all tickets to see Santa have now sold out.

A lovely event for all of the family to enjoy.

Raffle tickets are also on sale from Monday 14th in the school foyer. Tickets are £1 each and we have some great prizes up for grabs including:

- Jump play pass
- Family ticket for Wake the Tiger
- 2 tickets for a match day at Bristol Rovers
- 2 unlimited ride tickets for Weston Pier
- Avon Valley tickets
- A cut and blow dry
- Head, back and neck massage plus many more.

The winners will be drawn after the fayre on Saturday 26th November.



### Dogs on site

Please remember that dogs – of any size – are not permitted on the school site, even if they are being carried. This is really important in order to keep everyone safe. Please note that dogs should not be tied up on school railings or left directly outside the entrance during drop-off/pick-up. Thank you for your co-operation in this matter.

### Sarah's Top Tips

We would like to apologise for incorrectly noting in last weeks newsletter that Warm Hubs are funded by the government. This is incorrect, they are in fact, funded by Bristol City Council. For more information on the scheme, please click [here](#).

If you have any tips that you think other parents and carers would find helpful, please let us know about them and we can share them with the school community. Email - [airballoonhillp@bristol-schools.uk](mailto:airballoonhillp@bristol-schools.uk) or let Sarah or the school office know.



### Boys and Girls Socks

We are running very short on boys and girls socks. If you have any that you no longer need, please leave any spares at the school office.



### Foodbank Christmas Appeal

We are still collecting donations for the Foodbank's Christmas appeal – both as 'reverse advent calendar' donations and any other items that you are able to donate. We will be taking donations to the foodbank on Friday 2nd December, so would appreciate any donations being handed in by Thursday 1st. After this, we will continue to collect non-Christmas-related donations throughout December and will deliver these to the Foodbank in early January. All donations can be left in or on the black box in the main foyer.

Thank you for your continuing support.



### Message From Bristol with Love - Ukraine Appeal

"We would like to thank pupils, staff and parents for your generous donations towards our Ukraine Christmas Appeal. We have been packing donations, and they will begin their journey to Ukraine on 27th November".



### Stratos Galley

Please be advised that on Monday, the Chicken Burgers that have been delivered are all Halal Chicken. Alternatives on the day are Quorn Veggie Burger or a Jacket Potato.

### World Cup

England play their first game on Monday. Year 6 will be showing the first 30 minutes on a class whiteboard for those children who want to watch it at 1pm. Afternoon lessons will continue as normal, but we are sure teachers will keep an eye on the match in the background and replay clips if anything exciting happens!

## Safeguarding Update

During Anti-Bullying Week this week, children have been having discussions about what bullying is and the importance of telling a trusted adult if you are worried. We have also been thinking about how we can reach out to others with kindness.

### PLAYGROUND BUDDIES WANTED



**Do you want to help make lunch times happy for all children?**

**Do you have a good understanding of how the gems help us to be safe, kind and respectful?**

**Are you calm, patient and friendly?**

**Are you a good listener?**



Playground Buddies will be specially trained and work closely with Mrs Knight to support children who might need help when they fall out at lunch times or are feeling lonely. They will also meet regularly with Mrs Knight to discuss key issues about behaviour and bullying at school.

These positions are available to pupils in year 4, 5 & 6.

If you are interested, please fill out the application form and hand it in to your teacher or Mrs Knight by **Friday 25<sup>th</sup> November**.

Mrs Knight will then interview applicants and choose our new playground buddies. Successful applicants will take part in a special training programme before they start their new roles.

Please speak to your teacher or Mrs Knight if you have any questions.

We have had lots of applications from pupils in years 4, 5 & 6 to become Playground Buddies. The closing date for applications is Friday 25<sup>th</sup> November. Forms can be collected from Mrs Knight's office or from your child's teacher.

If you are worried that your child is being bullied, you can report this in many different ways. You can speak to your child's teacher in the playground at the start and end of the day. You can also speak to members of the Senior Leadership Team who are present at the start of the day in the playgrounds. If you would like to contact school by phone or email, your concern will usually be passed on to Mrs Knight, the Assistant Headteacher for Pastoral and Safeguarding.

In order to make a decision about whether unkind, unsafe or disrespectful behaviour is bullying, it is helpful for us to have the following information:

- What was the unkind, unsafe, disrespectful behaviour? Did it happen at school or out of school (including online)?
- How many times has this happened? (Bullying is 'several times on purpose', not one occasion).
- When and where did the incident/s occur?
- Which child/ren were involved?
- Has your child spoken to an adult in school? Please give details of this.
- Is my child normally friends with the other child? Did the incident involve friends falling out?
- Do you have concerns that your child has experienced discrimination?
- How has the incident affected your child?
- 

Any behaviour which is not determined to be bullying will still be taken seriously and will be responded to using the school's behaviour policy.

## Foodbank Appeal

At the beginning of Term 2, we start to think about how we can support our local foodbank in the run-up to Christmas. This year, we will be asking for the usual donations of Christmas items during November (so that we can deliver the Christmas items to the Foodbank by 2nd December):

Christmas Puddings (Alcohol Free if possible please)

Stuffing

Cranberry Sauce

Christmas Cake (Alcohol Free if possible please)

Gravy Granules

Tinned Potatoes

Tinned Vegetables

Tinned Chicken/Ham/Veggie Alternative

Savoury Crackers

Chocolates/Selection Boxes

Tinned Custard

Mince Pies

If any families are able to offer more support during December, we will be collecting donations as a 'Reverse Advent Calendar' with items being collected throughout the month and brought into school either before 12th December or in January. The idea of a Reverse Advent Calendar is that instead of getting a gift (or chocolate) every day in the countdown to Christmas, families donate an item each day to the Foodbank.

If anyone would like to use the attached Reverse Advent Calendars for donations, these are the items the Foodbank would like to collect - there are 2 examples - one is for items to collect in November for Christmas donation and the other is for December to be donated in January (often a time when Foodbank stocks are at their lowest).

Please bring donations into the main foyer. If you would like a box to collect your Advent Calendar items in, please ask at the school office.

We understand that the cost of living is hard for everyone at the moment, so if you can help, we are very grateful. If you can't manage the whole Advent Calendar but can donate one or 2 items, it will still make a huge difference.

Thank you for your support.

South & East Bristol  
**Reverse ADVENT CALENDAR** Please collect these items in November to donate by: **Friday 2nd December**

1 Tinned potatoes	2 Selection box	3 Mince Pies	4 Christmas Cake	5 Gravy Granules	6 Cranberry Sauce
7 Stuffing	8 Christmas Pudding	9 Tinned Chicken	10 Tinned Peas	11 Tinned Carrots	12 Custard
13 Selection box	14 Tinned Ham	15 Chocolate	16 Custard	17 Tinned potatoes	18 Gravy Granules
19 Savoury Crackers	20 Tinned Carrots	21 Tinned Peas	22 Chocolate	23 Tinned Soup	24 Tinned Chicken/Ham/Veggie option

Please check with us to find the best time and place to donate, email: [ebfoodbank@inhope.uk](mailto:ebfoodbank@inhope.uk)  
www.eastbristol.foodbank.org.uk

Reg. Charity No. 298528 | Reg. in Eng. & Wales

South & East Bristol  
**Reverse ADVENT CALENDAR** Please collect these items in December to donate in: **January 2023**

1 Tinned potatoes	2 Toilet Roll	3 Pasta Sauce	4 Tinned Fruit	5 Deodorant	6 Instant Coffee
7 Shower Gel	8 Jam	9 Tinned Pulses	10 Tinned Chicken Meals	11 Tinned Carrots	12 Custard
13 UHT Milk	14 Biscuits	15 Chocolate	16 Long Life Juice	17 Size 5/6 Nappies	18 Washing pods
19 Washing Up Liquid	20 Tinned Peas	21 Tinned Veggie meal	22 Shampoo/Conditioner	23 Tinned Soup	24 Toothpaste

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www.eastbristol.foodbank.org.uk

Reg. Charity No. 298528 | Reg. in Eng. & Wales

Employment Opportunity



### **FINANCE ADMINISTRATION ASSISTANT - January 2023**

We are looking to appoint a well-organised, reliable and competent person as a finance administration assistant to support our School Business Manager with the day to day operation of the school's finance and accounting systems.

Our ideal candidate will have previous experience of working in a finance related role, finance office or bank and have knowledge and experience of working with computerised accounting systems.

We require someone who can confidently use Microsoft Office including Word and Excel and who has the capacity to learn how to use our Bristol City Council Finance system (RM Accounts) as well as our pupil and staff database (Arbor).

Spoken and written language should be exemplary as well as the understanding for the need for confidentiality and careful management of personal data. This role will rely on strong administrative skills as well as financial experience to fully support administration at Air Balloon Hill Primary.

The post holder will work closely on a daily basis with the School Business Manager and, as part of the administration team, the role will involve regular communication with our parents and other stakeholders in a variety of ways including email, telephone, texts and letters, as well as callers in person to the school.

Duties will include:-

- Processing orders and invoices via the financial accounting system
- Ensuring correct VAT classification when dealing with invoices received from suppliers
- Collection of income
- Supporting end of year closure of accounts
- Maintaining petty cash, dealing with reimbursement claims, ensuring validity of claims and monthly reconciliation
- Dealing with queries from staff and suppliers relating to orders and invoices
- Undertake other occasional administrative duties requested by the School Business Manager as commensurate with the grade.

The post offers an excellent opportunity to work within a dynamic, successful school, committed to professional development.

Induction of new staff is carefully managed and the successful applicant would be well supported.

Hours of work: 15 hours per week, term time only with the requirement to attend training on two of the schools' inset days.

There can be some flexibility in organising the hours and days worked during the week, however, due to the current invoice payment deadline, a Monday must be included as one of the working days. This will be discussed and agreed at interview.

Application packs can be obtained from the school office, or visit [eteach](#) to view our vacancy page.

If you are interested in applying for this position and would like any further information, please contact the school office.

Closing date for applications: Monday 28<sup>th</sup> November 2022 at 12pm

Interviews to be held on Friday 2<sup>nd</sup> December 2022

**Air Balloon Hill Primary School is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment.**

**An enhanced Disclosure and Barring Service check is required for this position.**

**We particularly welcome applications from underrepresented groups including ethnicity, gender, transgender, age, disability, sexual orientation or religion.**