



### SITE AGENT

30 FLEXIBLE HOURS PER WEEK, 52 WEEKS OF THE YEAR

NJC Level 3C, SCP 6-9 - £15,971 - £16,948 actual  
(£18,562 - £18,933 FTE)

At Sheffield Lower School we are seeking to appoint a hard-working, committed and enthusiastic Site Agent. Successful candidates will be supporting the Site Manager in providing efficient services and processes that allow the whole school to operate in a clean, safe and healthy environment.

Key tasks will include security of premises, assisting in general maintenance, health and safety checks, tests and record keeping, portage, cleaning and supervision of cleaning staff. Experience of working in a similar environment is desirable.

We are looking for someone who is flexible with their working pattern being prepared to work split shifts or on a rotational basis of mornings/afternoons usually between the hours of 6.30am to 6.00pm ensuring the school is unlocked and locked each day by the site team. On occasions there may be a requirement to lock up after lettings later in the evening.

Sheffield Lower School is an excellent, thriving, friendly and values-based school with over 500 children on roll. Our school offers a very well-resourced and vibrant learning environment for both children and staff to develop and achieve their potential. We pride ourselves in our community and a warm school family.

**Closing Date:** Tuesday, 7<sup>th</sup> December 2021 at 9.00am

**Interview Date:** Friday, 10<sup>th</sup> December 2021

Interested applicants should complete an application form which is available on our School Website.

*All staff are required to follow our policies and procedures working in line with the ethical framework and values of the school.*

*Sheffield Lower School is committed to safeguarding children and all appointments are subject to enhanced Disclosure and Barring Service Check*



### CLEANER

5.25 hours per week (3 days per week, 1 ¼ hours per day),  
NJC Level 1A (£9.25 /hour) Term time only plus extra hours during the first 2 weeks of the summer holiday – total of 15.75 hours

We are looking for a cleaner to join our team. Experience is desirable, although training will be given to clean classrooms, toilets, corridors, cloakrooms and outside. What is required is a willingness to work hard with a keen eye for detail.

Sheffield Lower School is a thriving, friendly, values based school with over 500 children on roll. Our school offers a very well-resourced and vibrant learning environment for both children and staff to develop and achieve their potential.

Visit our website for an application form and further details: [www.sheffordlowerschool.co.uk](http://www.sheffordlowerschool.co.uk)

Completed application forms to be sent to: The School Office, Sheffield Lower School, School Lane, Sheffield S617 5XA or [schooloffice@shefford.cbeds.co.uk](mailto:schooloffice@shefford.cbeds.co.uk)

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## Current vacancies at Sheffield Lower School

For more information please visit our website following this link  
[Current Vacancies](#)



### TEACHING ASSISTANT 30 hours per week

NJC Level 2A, SCP 3 -4 (£18,562 - £18,933 FTE)  
£9.62 - £9.81 per hour

Term time only + 5 training days

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We have a vacancy for a Teaching Assistant to support children in classrooms and at lunchtimes. Staff are expected to work across all year groups as required.

This would suit applicants who already have an NVQ Level 2 qualification in childcare and a minimum of 6 months' experience of working with children in an educational setting within the last 5 years. Applicants must be caring, cheerful and proactive being able to support children with all range of abilities and emotional requirements.

**Closing Date:** 8<sup>th</sup> December 2021 – 9am

**Interview Date:** 14<sup>th</sup> December 2021

Interested applicants should complete an application form which is available on the school's website: [www.sheffordlowerschool.co.uk](http://www.sheffordlowerschool.co.uk)

*We operate within a framework for ethical leadership as a pathway school. Staff will be expected to embrace these principles.*

*Sheffield Lower School is committed to safeguarding children and all appointments are subject to enhanced Disclosure & Barring Service check.*



## Weekly Update

Friday 26th November 2021



Please email [schooloffice@sheffield.cbeds.co.uk](mailto:schooloffice@sheffield.cbeds.co.uk) if you require support in accessing this newsletter in an alternative format.

Dear Families & Friends

We have the lights switch on happening on Saturday in the town. How wonderful to be able to attend such an event again. Our thanks go to the town council and all the helpers who volunteer their time, including Miss Mansell and her team of helpers at Sheffield Lower and our wonderful PSA. We look forward to seeing you all there.

This week's newsletter sees a regular feature return to support families with ideas for healthy lunches. We all know how difficult it is to come up with ideas to keep little ones munching the food that will help them to think and play at their optimum, so we hope you find this helpful. We can always provide additional advice should you wish it. Children are allowed to drink water throughout the day, and it is provided at lunchtimes also. Juices and other such drinks stay on the teeth, and so we avoid those in school. Snacks provided for play should always be a fresh piece of fruit. You will be aware that we, like many schools, do not permit 'nuts' in lunches or classrooms. This is because it can be devastating to those with allergies. Please therefore, be careful to avoid Nutella and other such items.

I had the pleasure of popping into Art Club today. They were trying out charcoal, among a long list of other mediums they have been testing and creating with. We are lucky to have so many good clubs on offer for a lower school

Spelling and Writing has had a recent focus in Sheffield Lower School. We aim to ensure that the spellings coming home to practise are clearly laid out to you, and also help you to know your child's phonics/spelling stage of learning. The books your child takes home from their reading scheme are chosen to support their phase of learning, with opportunities to point out the sounds they have learned or are newly being taught.

The children are thoroughly enjoying being able to use the library. Mrs Dale-Malloy, who looks after our library and hub resources is getting ready with a book advent too. Reading is one of the most fundamental parts of education that children can achieve. It's why we provide daily house points for homework, which is a daily read. A short daily read 1-1 is a quick and easy way, that is evidenced in helping children build the neurons they need to decode, automate and comprehend. Talking about the book afterwards and sharing ideas help your child to piece together what they have read.

Our Eco-Council have been dipping into classes to ensure our recycling is up to scratch this week. There is a big focus from them to recycle the pens that are used in schools.

We have had some plants donated for our values garden, and we very much look forward to getting these into the ground. If you have some plants you can donate – low maintenance of course – please do let Mr Wakefield have these. Thank you in advance.

The drop off spot, by Robert Bloomfield, for middle school users is a ten minute zone. This means it is not really feasible for our families. We have disabled spaces that can be accessed with a blue badge. Again, the number of users exceeds the spaces available, so we do have to stick to guidelines for their use. If you have a blue badge, please do show it to our office for a parking pass. Parking at school is very limited, with employees needing to double park. There is not therefore space for parents to routinely use the carpark. Families are able to use the 'Park & Stride' from Morrisons and make use of the eligible spacing around the area. Please do not block the emergency gates to the field that have yellow hatching by the School Lane entrance.

We do go out in all weathers, so please do equip children with warm clothing for outside playtimes. EVERY item should be named. I have been outside with the children frequently, and their playtimes are lovely. Staff in class, who know the children well, take them outside and play with them. They have equipment to support their play and opportunities for alternative activities too. The children are really great at understanding the differences between *bullying* and *falling out*. There is always an adult to talk to. Sometimes our children need to talk to an adult more often, as do some families. Mrs Parry is always on hand if you need a friendly face and some advice. We always urge you to let us know if you need any assistance. Sometimes it's the small things.

Our Winter displays go up on Monday, and we begin Advent. Yes....the countdown will begin!

Enjoy the weekend with the lights! From Mrs Finch



## Values

The values of December will be Peace & Understanding

*"All we are saying, is give peace a chance." John Lennon.*

Understanding what peace is, and how can we bring peace about—conciliation, finding resolutions and solving problems together. Understanding the other perspective and point of view. Learning to understand the needs of others

### House Points and Attendance W/E

19.11.21

#### House Points

**Fire—758**  
**Water—750**  
**Air—594**  
**Earth—564**

#### House Attendance & Punctuality Winner

**Fire**



### Arriving to school on time

When pupils arrive late, they miss out on essential instructions given at the beginning of the lesson.

This can significantly reduce achievement, regardless of academic ability. Your child may also feel awkward arriving to the classroom when everyone else is settled. Furthermore, when one pupil arrives late, it disrupts the entire class and the teacher—everyone's education is compromised.

5 minutes late a day = 3 DAYS OF SCHOOL LOST A YEAR

10 minutes late a day = 6.5 DAYS OF SCHOOL LOST A YEAR

15 minutes late a day = 10 DAYS OF SCHOOL LOST A YEAR

20 minutes late a day = 13 DAYS OF SCHOOL LOST A YEAR

30 minutes late a day = 19 DAYS OF SCHOOL LOST A YEAR

## Safeguarding Information

At Shefford Lower School we take our responsibilities to promote safeguarding the welfare of all children seriously. The designated persons for safeguarding children is the Headteacher who can be contacted via the school office on 01462 629123

Please find useful information updated weekly

### Myth – It's up to me what I let my child eat

**Buster** - Access to a healthy diet in order to thrive is part of safeguarding. Children without access to nutrition is an area of neglect. Schools are obliged to monitor and record instances on CPOMs. We can support you if you need help with this aspect of care. Our family worker can work with you and help you to establish good routines.

If you are concerned about a child outside of school you can phone 999 in an emergency or 101 to make a report.

The NSPCC operated an urgent helpline on 0808800500

## Shefford Christmas Lights 2021

Join Santa and special guest for the Shefford Christmas Lights switch on event in the High Street, Shefford.

Sing along with our school choir as they perform a medley of carols at 4pm.

Stalls and children's fairground rides will be open from 4:00pm. Santa and special

guest will be in attendance from 4:30 pm.

Lights switch-on will take place at 5:00 pm.

## Lunchbox tips



### Keep them fuller for longer

Base the lunchbox on foods like bread, rice, pasta and potatoes. Choose wholegrain where you can.



Tuna mayonnaise and sweetcorn sandwich

[For this recipe please follow this link](#)

**Mrs Ross will be posting weekly challenges for children to complete.**

**Answers will be welcome by Mrs Ross throughout the week.**

**Good luck.**

**Last weeks answer was  
Beatrix Potter**

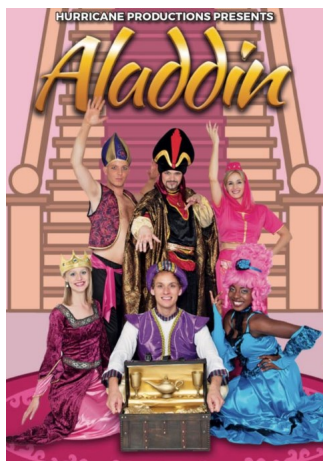
## Who am I?

- I was born in Bombay in 1865
- My parents named me after a lake in Staffordshire
- My stories were inspired by my experiences of India, especially the wildlife and folk tales
- In 1907 I was awarded the Nobel Prize for Literature
- My son John was killed in the First World War
- Lines from my poem 'If' appear over the players' entrance to Wimbledon's Centre Court

## The Panto is coming to Shefford Lower School

**Aladdin & friends will be coming to school for a special Christmas treat for all years to watch a performance over 29th & 30th November.**

**We are asking for a £2 donation to cover some of the cost. This can be paid via Parentmail or handing into class by 29th November.**



### CAN YOU PLAY A MUSICAL INSTRUMENT?

If so we need your help!

Please contact Miss Mansell if you can join us for the Carols on the Playground at 2.30pm on the 17th December



**CHRISTMAS**

A lovely school event to celebrate the Christmas and provide a chance to help, support and support your school.

**Christmas Lunch Tuesday 14th December**

Choose from  
Roast Turkey with Chipolata Sausage  
Festive Vegetable Parcel (v)  
Served with  
Roast Potatoes, Carrots, Peas, Brussel Sprouts & Gravy  
Followed by  
Festive Chocolate Cake or Ice Cream

**ALLIANCE IN PARTNERSHIP**

**ORDER FORM**

Can you please make your meal choice and give the slip along with payment (if applicable) in an envelope. Please return your order form and slip to the school office by Tuesday 10th November. All Christmas Lunch orders must be returned to the school office by Tuesday 10th November.

Child's Name: \_\_\_\_\_ Year/Class: \_\_\_\_\_

Roast Turkey £10.00 Festive Chocolate Cake £5.00  
Vegetarian Parcel £10.00 Ice Cream £5.00

Food Order £10.00 Universal School Free School Meal £10.00  
Free School Meal £10.00

Christmas Dinner Order Forms will be in your child's book bag this week. Please can you hand this back to class completed by **30th November.**

Universal Free School meals will still need to complete this by the date.

**Drop off times—08.45—09.00am**

**Collection times—3.20pm**

**The school office will be open from 8.30am to 3.45pm for any queries, please call 01462 629123 or email**

**[schooloffice@shefford.cbeds.co.uk](mailto:schooloffice@shefford.cbeds.co.uk)**



Please let the office know if you need assistance or adjustments for any disability.

Blue badge holders can access the staff car park.



### Weekly Good News Calls

Here are the children whose parents and carers have received a phone call home this week to let them know how well their child has been working and showing their school values. Keep up the good work Shefford Lower.

#### Reception

Peach—Oliver, Pear—Holly, Plum—Charlotte & Max

#### Year 1

Chestnut—Miles, Sycamore—Emilia, Holly—Niven

#### Year 2

Maple—Aria, Oak—Adam, Willow—Seb

#### Year 3

Elm—James, Hawthorn—Laila, Cedar—Ollie

#### Year 4

Hazel—Amber, Ash—Isla, Beech—Freddie



### Shefford Sporting Successes

We celebrate children's sporting successes from home as well as those in school. Please send us photos of your child's certificates and/or medals which will be displayed on our PE celebration board and celebrated in assembly. Well done to these children who have shared their sporting success this week.

Water

Theo—Football, Grace—Dance

Earth

Lizzie—Ballet

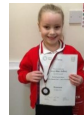
Fire

Lacey-Mae—Dance, Scarlett—Football

Air

Maisie—Dance, George—Swimming, Devon—Dance, Alexandra—Swimming

Elizabeth—Swimming



Congratulations to the children below who have been recognised as a Finer Diner this week for displaying good manners and values at lunchtime

EXCUSE ME

THANK YOU

#### Reception

Lily, Jean, Samantha, Harriet, Ronnie, Lee, Jamie, Adam, George, Rory, Ivy, Eddie Max

#### Year 1

Eva, Howie, Macie, Blake, Vinnie, Annabelle & Alex

#### Year 2

Reagan, Fabrizio, Oliver, Adam, Scarlet & Eden

#### Year 3

Ethan, Ella, Mason, Lucas & George

#### Year 4

Honey, Olivia, Ashley, Emelia, Ayhem & Amber



# PSA News

## Upcoming events

**Christmas raffle** –A wide range of fabulous prizes on offer this year. Tickets are only £1 per book. If you wish to purchase more tickets please contact the school office.

All monies and stubs need to be returned to school by **Monday 29<sup>th</sup> November**.

**Christmas lights switch on** – We hope to see you at our stall on Saturday afternoon. We will be there selling glow sticks and raffle tickets from 3.30pm until 6pm. Come and say hello.

**Present Day** – A much loved event is back! If you are taking part then remember to drop in your present, slip and £1 per present into school from Monday 29<sup>th</sup> November until Thursday 2<sup>nd</sup> December.

If you are available to help on Friday 10<sup>th</sup> December to wrap the presents chosen by the students then please contact the office with your details.

## How to support the PSA

Help us raise **FREE** funds for

**Shefford Lower School PSA**

every time you **shop online**

Just search for us on [easyfundraising.org.uk](https://easyfundraising.org.uk)



### DINO BANK

You'll find him in the school entrance.

He's always hungry and is kept happy by feeding him your spare change!

*Thank you*



## How the lottery works



### £1 per ticket



That's right, unlike many other lotteries, our lottery tickets are only £1 per week.

### Help us do more

For every ticket you play, 76% goes to our school and prizes.



### £25,000 grand prize



Match all 6 numbers and you win the JACKPOT!

A big thank you to everyone for your continued support of our PSA

# Community News

**Please note, the following events/activities are run independently of Shefford Lower.**



**Was your child born between 1 September 2017 and 31 August 2018?**  
They will start school in September 2022, so you need to apply for a school place by 15 January 2022.

Apply online at [www.centralbedfordshire.gov.uk/admissions](http://www.centralbedfordshire.gov.uk/admissions)

A great place to live and work.



**Our Sporty Scholars Camp is the place to be!**

Enjoying Sports Coaching, Christmas Crafts, Curling, Go Karts & Christmas Disco!

**LOCATIONS**  
Milton Keynes: Wilton Primary School  
Fitzwilliam: Templefield Lower School  
Dec 20th - 23rd & 27th - 30th  
Age 5-12 Price from only £17.50  
We Accept Children's Vouchers

**BOOK NOW:** [www.sportyscholars.com](http://www.sportyscholars.com) Tel: 07877 86 11 12



**Christmas FOOTBALL CAMP**

Join us for our fun Christmas Football Camp  
December 21st - 23rd 2021  
Pendleton Sports Centre  
Stotfold

10% discount for siblings, NHS Police and Military Personnel

Held at Pendleton Sports Centre, Stotfold  
Camp drop off 10am, pick up 3pm  
Available to players between the ages of 4-15 years  
Delivered by UEFA B and FA Licensed Coaches

**Book Today:**  
Head over to: [www.midbedsfutsal.co.uk](http://www.midbedsfutsal.co.uk)  
Send us an email: [midbedsfutsal@gmail.com](mailto:midbedsfutsal@gmail.com)



**Try before you buy on Darts & Cues**

Basketball • Darts • Fitness • Lawn Bowls • Netball • Rugby • Snooker & Pool • Table Tennis • Tennis • Trainers

**Shefford Lower School get 10% off discount code: SheffordLower2021\***

\*use same code in store or online  
[www.asprosports.com](http://www.asprosports.com)

AS Pro Sports • Unit 12c Old Bridge Way, Shefford, SG17 5HQ • 01462 414255  
[www.asprosports.com](http://www.asprosports.com) • WhatsApp 01462 414255

**If your child is due to start lower school or transfer to middle school you need to apply for your school place by the 15th January**

**Please follow the link for application guidance**

**[Application Guidance](#)**

**[Booking Link](#)**

**[Booking Link for Mid Beds Futsal](#)**

**[Discount code link](#)**



**Biggleswade Music Centre is OPEN!**

**Enrol today**  
[www.inspiringmusic.co.uk/](http://www.inspiringmusic.co.uk/)



**MERRY CHRISTMAS**

**Christmas Fun Day**  
Sunday 9th December 2021  
10.00am - 2.00pm  
£4.50 per child & adults go free  
Price includes a visit to see Santa, gifts, hot chocolate, craft and a drink.

**Santa is coming to Silsoe!**

**Enrol today**  
[silsoe.co.uk/silsoe](http://silsoe.co.uk/silsoe)

Enrol today — **[Inspiring Music](#)**

For more information please click **[here](#)**



**Children's Community Health HUB**

Your one stop contact point

**0300 555 0606**  
[ccs.bedsandlutonchildrenshealthhub@nhs.net](mailto:ccs.bedsandlutonchildrenshealthhub@nhs.net)

Open 9am-5pm every weekday (excluding BH)

New contact number and email address for the Beds and Luton 0-19 services, including:

- Health Visiting
- School Nursing

New contact number for:

- Luton Community Paediatric Services (Edwin Lobo Centre)
- Beds and Luton Looked after Children's services

**Health HUB - a single contact point, making it easier for you to get in touch with us.**

[QR Code](#)

**Luton Children & Adults Community Health Services**  
**Bedfordshire Community Health Services**



**SEND Health Focus Week**

Are you a parent/carer or professional working with children or young people with Special Educational Needs or Disabilities (SEND) in Central Bedfordshire?

Come and join us for some interesting and engaging workshops and information sessions hosted by your local community health providers in collaboration with SNAP Parent Carer Forum, week commencing 29th November (virtually via teams).

For more information on each session and to book a place for free, click on the links below.

DAY	TIME	TITLE	SPEAKER	LINK
Monday 29th November	10-11.30am	Avoidant Restrictive Food Intake Disorder	Paola Falcowski	<a href="#">Click here</a>
Monday 29th November	12.30 - 2.30pm	Gender identity and autism	Jay Worthington	<a href="#">Click here</a>
Tuesday 30th November	10-11.30am	Sleep disorders in children	Dr. Tapomay Banerjee	<a href="#">Click here</a>
Tuesday 30th November	1 - 2.30pm	"What does a Speech & Language therapist do?"	Jo Wayman & Rima Grant	<a href="#">Click here</a>
Wednesday 1st December	10-11.30am	The positives of a neurodiversity workshop	Dr. Francesca Omisakin	<a href="#">Click here</a>
Wednesday 1st December	1 - 2.30pm	Emotional dysregulation	Rebecca Jones-Thomas + guests	<a href="#">Click here</a>
Thursday 2nd December	10-11.30am	The role of the Occupational Therapist	Alison Standish & Jennie Oliver	<a href="#">Click here</a>
Thursday 2nd December	1 - 3pm	Self-harm	Bongi Dube	<a href="#">Click here</a>
Friday 3rd December	10-11.30am	ADHD in children and young people, and medication management	Dr. Chinniah Yemula	<a href="#">Click here</a>

# Shefford Lower School

## Diary Dates

(further dates will be added and these will be in bold italics)

### Autumn Term 2021

29th & 30th November	Panto—Aladdin
10th December	PSA Present Day
14th December	Christmas Dinner Day
15th December	EYFS Christmas Party and Santa
16th December	KS1 (AM) and KS2 (PM) Christmas Party and Santa
17th December	Carols on the playground and End of Term

### Spring Term 2022

<u>5th January 2022</u>	<u>SPRING TERM Begins—Children Return</u>
13th January	Year 2 St Albans Material Trail
1st February	Chinese New Year
8th and 10 February	Parents Consultation Evening
11th February	Year 4 Bikeability
14th—18th February	Half Term
W/C 21st February	Year 3 Swimming lessons begin for 6 weeks
16th March	Year 1 Woburn Trip
30th March—1st April	Year 4 Residential Trip
6th June 2022	Extra Bank Holiday to mark The Queen's Platinum

Please refer to our school website for the Academic Calendar for 2021/2022

[Term Dates Links](#)