

**Friday 7 September 2018, forthcoming events for the week commencing 10 September 2018**

Monday	10.9.18	8am-9am 3.15pm-4.30pm	Breakfast club Hang out after school club
Tuesday	11.9.18	8am-9am 3.15pm-4.30pm	Breakfast club Hang out after school club
Wednesday	12.9.18	8am-9am 3.15pm-4.30pm	Breakfast club Hang out after school club
Thursday	13.9.18	8am-9am 3.15pm-4.30pm	Breakfast club Hang out after school club
Friday	14.9.18	8am-9am 3.15pm-4.30pm	Breakfast club Hang out after school club

**More detail next week**

Welcome back everyone! I hope you had a fantastic summer break. Normally, after the long summer break I send home an extended bulletin, but as this week has been so short, I haven't yet had chance to put it together – it will go home next week. Keep a look out for it as it will include lots of very important information.

**Medicines – a message from Mrs Flower and Mrs Davis**

If your child requires medication, things like inhalers and a like, please make it a priority to bring it in to school on Monday morning if you haven't already done so. You need to complete a medication form which is available from Mrs Davis which allows members of staff in school to administer medication on your behalf. Without medication and the signed form in school, your child may be excluded from activities like PE.

**Mrs Palmer**

As many of you will know, Linda has been a member of the team at Hornton for more than 10 years. In her role as finance administrator she has a vital role to play behind the scenes budget planning, collating invoices, ensure the bills are paid on time and most importantly making sure members of staff are paid on time. Her input to work at Hornton is exemplary. In fact, she is so good at her job, that she has been seconded onto the Central Services team based at Warriner to take on that level of work across the 4 primary schools within our Multi Academy Trust. Linda is now based at Warriner full time. It does mean that in the immediate short term, we have less hours of office cover than we ever have had before. Between Jenny and I we will make sure that the office is covered as best we can, but it may mean that phone calls are missed, or we take longer to answer emails and so on. We are working with the Warriner to come up with a more permanent solution to the issue of office cover but I ask for your co-operation and understanding during what will be a tricky few weeks while we adjust to life without Linda here. I will send home details of when the office open and closed next week.

With very best wishes,  
Matt Green  
Headteacher

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