

## Merry Christmas and a Happy New Year

For everyone at Orchard we wish everyone a Merry Christmas, enjoy time away from school, catching up with family and friends.

This term has finished on a fantastic high having seen in the last couple of weeks: 4 Christmas productions, 2 Nursery sing a-longs, 2 carol services, Reception's Christmas stay and play, Christmas lunch, Christmas parties for all and the choir singing at 2 local residential homes! We look forward to the Spring Term and all that it is in store.



Paul Sutton

## Christmas Production DVDs

You should have ordered your Christmas DVDs already but if not please complete the order online - on ParentPay.



## Events Happening at Orchard

## ParentPay

This is the school's new online payment system. From January in an attempt to remove all cash and cheques from school we are asking all parents to only use our e-payment method to pay for school trips, musical instrument hire, swimming, milk etc . This can be done online using a very secure website called ParentPay or in cash at local stores where you see the PayPoint logo.

Those parents wishing to pay cash should contact the school office to request the option of paying via PayPoint. For details of your nearest PayPoint go to <http://www.paypoint.co.uk/locator.aspx>

You should have already received your login details.



## MSA (Midday Supervisory Assistant)

If you are interested in being a MSA at school please contact our Business Manager, Ms Germaine Matthews who will give you a copy of the job description and show you how to apply.

[sbm@orchard.herts.sch.uk](mailto:sbm@orchard.herts.sch.uk)

Fri 18 Dec	Y6 lead Christmas Carols at St Marks, 10.00 & 11.30 - invitation only
Fri 18 Dec	PSFA Christmas Charity Jumper Day 50p donation
Fri 18 Dec	School finishes at 2.00pm!
Mon 4 Jan	SCHOOL INSET DAY - CLOSED
Tue 5 Jan	School Open
Mon 11 Jan	Boys Football match - home, 3.30pm
Tue 26 Jan	Netball Tournament @ Francis Combe, 3.30pm
Thur 28 Jan	Year 4 Indoor Athletics, 1pm
Thur 11 Feb	PSFA Discos , after school.
Wed 2 Mar	Voice in a Million - Wembley Arena
Thur 3 Mar	Year 5 Quicksticks Hockey, 1pm
Sun 13 Mar	Choir singing at The Royal Albert Hall
Thur 17 Mar	Y5/6 Tag Rugby Festival, 12.00
Fri 25 Mar	SCHOOL CLOSED - Good Friday
Mon 28 Mar	SCHOOL CLOSED - Easter Monday
Fri 1 Apr	School finishes at 2pm - last day of term

## Staff Changes

We have some staff changes taking place after the Christmas break. We have sadly accepted the resignation of Mrs Jenny Livingstone who has worked for 12 years with the youngest of our children, in Nursery, always giving her best to the school. From January, Miss Markham-James will lead the afternoon Nursery class supported by Miss Dixon, Mrs Evans and the wider Early Years Foundation Stage team. We also have to say goodbye to Mrs Harris, Miss Quinn and Mrs Karwowska. They have all contributed to the learning and development of your children and will be missed. We welcome Mrs Joubert back to our team, to replace Mrs Karwowska along with Mrs Breeds who will be replacing Miss Quinn and Mr Smith (job share 3CK). Mr Smith will be continuing to support the school with covering some PPA time until Mrs Khan returns from maternity leave.