



7<sup>th</sup> December 2025

Dear Families,

Our Christmas festivities started at Windsor Clive last week!

Our Phase 2 classes showcased an amazing Christmas play on Wednesday and Thursday. If you were fortunate to attend, I am sure that you will agree that the singing, speaking and dancing was exceptional. Thank you to the parents who joined in with a Christmas dance at the end.

Also our SRB 1 pupils have showcased their Christmas celebration. Christmas has really started now!

This week we will look forward to seeing our Phase 3 pupils star in their Christmas celebration at the church and our Reception, SRB 2 and HIVE classes sing-alongs which will be held in the school.

The children have been busy planning and making items for the upcoming Christmas Fair. This is going to be a great event, so I will look forward to seeing you there.

There are just a couple of things to note for the coming weeks.

#### SRB INSET day

A reminder to all parents of SRB pupils that there has been a change of INSET day just for your children. Their INSET day will be on 5<sup>th</sup> January. Although the rest of the school will be open on 5<sup>th</sup> January, all SRB staff will be attending bespoke training led by the Local Authority so **both** SRB classes will be closed.

Thank you for your flexibility.

#### Seesaw

Please can I continue to remind everyone that Teaching staff do not have access to Seesaw messaged between the times of 6pm and 7am. Any messages sent to them between these times will not be seen until the following day. They will be answered as soon as possible.

#### Parking Information received from the Principle Officer - – Cardiff Council Road Safety and Training

Whilst the parking has slightly improved, please can I remind everyone of the message from the Principle Officer. I am concerned that there is still some parking on the white zig zag lines by the zebra crossing, which is extremely dangerous for our children.

#### **Parking or stopping to pick up/drop off on the white zig zags at a pedestrian crossing is illegal at any time.**

Parking or stopping on the zig zags reduces visibility for anyone using the pedestrian crossing and for oncoming traffic, putting our children and families at risk.

You could receive a Penalty Charge Notice of £70 (reduced to £35 if paid within 14 days).

Please help keep us safe by parking legally and responsibly

### Mobile phones

Please can I remind all parents that Pupils are not permitted to bring mobile phones into school. If a pupil does bring in a mobile phone, this will be taken straight to the office and an adult will need to collect this from school at the end of the day.

### Year 3 Festive Afternoon

On Tuesday 9<sup>th</sup> December, Year 3 will be holding a Festive Afternoon at 2pm. All parents and carers are welcome to come and join in with the fun!

Thank you for reading this week's newsletter. I hope that you all have had a great weekend.

Yours faithfully,  
Mrs Cherrilynne Clee  
Headteacher  
[Cherrilynne.Clee@cardiff.gov.uk](mailto:Cherrilynne.Clee@cardiff.gov.uk)

### **Key dates for December**

8<sup>th</sup> December - Year 3 and 4 cinema night – attendance via ticket only

9<sup>th</sup> December – 10 am – Phase 3 Christmas concert at the Church of Resurrection

11am - Phase 3 Christmas concert at the Church of Resurrection

2pm - Year 3 Parents and Carers festive afternoon

10<sup>th</sup> December – 2pm - Marvellous Meal times workshop stay at play – Phase 1 /Reception

Winter Song

11<sup>th</sup> December - 2.30pm - SRB2 Christmas sing-along in the school hall

12<sup>th</sup> December - 1.30pm – HIVE 1 stay and play

17<sup>th</sup> December – Christmas Fayre

18<sup>th</sup> December – Nursery Winter Celebration stay and play

19<sup>th</sup> December - INSET day – School closed for children

### **Do you need advice or support?**

**Please see details about Cardiff Parenting which is free and very supportive.**

**Family Gateway are at Windsor Clive every Tuesday at 1.30pm. Please ask Miss Gilbert if you would like to book an appointment.**



### Safeguarding Statement

Keeping your child safe is our main priority at Windsor Clive.

If your child tells a member of school staff that they have been hurt by another adult or is going to be hurt then that member of staff has a duty to report this to the school's Designated Safeguarding Persons who are Mrs Clee, Mrs Mings, Mrs Harris and Mr Boyce.

The Designated Safeguarding Person will sometimes need to share this information with Cardiff Children's Services for advice and support. You may be informed that this is happening unless advised otherwise by Children's Services.

Please understand that when we do this, we are following the Wales Safeguarding Procedures and are not making judgements about families.

The needs of the child come first.