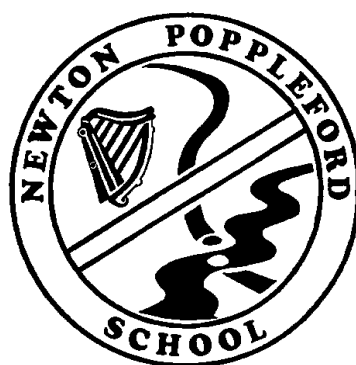


Information for Reception

Barn Owls



Mrs Thomas – Class Teacher



Mrs Dance – Higher Level
Teaching Assistant

Absences – If your child is absent from school, please contact the office before 9:15 to inform us. If we have not been contacted, the school administrator is required to phone home to find out where your child is. I am sure you can appreciate the safety issue involved here.

Aprons – A cloth apron will be the most useful; it can be made from an old shirt.

Beginning of the day – Please come onto the main school playground where we will meet you at 8:55 to bring the children into school. For the first week parents/carers can accompany their children down to our classroom. From the second week onwards the class will be lining up on the playground to come in.

Breakfast Club – This is run from Monday to Friday from 8:00am. It will be held in our library. Toast, cereals, fruit and milk are made available. Please let the school office know if you wish to make use of the club. The reception children will be brought to the classroom for the beginning of the day.

End of the day – The children will be brought out at the front of the school at 3:10pm. Children will not be sent off unless there is someone waiting for them. If someone else is picking your child up, please inform the school office or Mrs Thomas.

Far Field – Please can you provide a change of clothes for your child to wear to the Far Field, we can get very dirty! It is best that trousers/leggings and a long sleeved top are worn. Far Field clothes can be sent to school in a backpack/separate bag. Wellies will be needed if the ground is wet underfoot. Our day to visit the Far Field will normally be a Monday, in the afternoons. We will let you know when sessions are to start.

Home/School Book – Your child will come home with this book each day. The book is a useful way for us to communicate with each other. The book will be looked at daily.

Illness – Please let us know when your child is ill and if the illness is an infectious one. If a child has had sickness or diarrhoea they are required to remain off school for 48 hours from the last occurrence.

Medicines – An 'Administration of Medicines in School' form is available from the school office and will need to be completed for any prescribed medicines we give. More information is available on our website.

Mobile phones – Please do not make use of these within the school building.

Packed lunches – We recommend that you do not include chocolate spread/jam sandwiches, sweets, chocolate and fizzy drinks and any foods containing nuts. Please name your child's lunch box somewhere on the outside of the box.

Parents' meetings – Individual meetings, with Mrs Thomas, will be arranged at the end of the first half of the term. It will be an opportunity to talk about how your child is settling into school.

Parent Support Adviser – For confidential advice, support and information, Tracey Tipton is at the end of a phone. Please feel free to call her on 07540668525.

Parent Teacher Friends' Association – All parents are members of the PTFA and are welcome to take an active role in it by attending meetings and helping with the events that are organised. We hope that someone will be able to volunteer to be our class rep.

PE kit – This needs to comprise of a white t- shirt, blue shorts and trainers. Jogging bottoms in blue/dark coloured may also be included. Please pop in a pair of socks if you have a girl that may be wearing tights. The kit can remain school for the week and will be sent home for each half-term holiday, in case it needs washing. Please name all items. You can support the school by ordering your labels at mynametags.com. PE bags are available from the office.

Rewards – ‘Good to be Green’ certificates for good behaviour can be earned every half-term. These certificates, together with others that are awarded, can earn points towards badges. Your child will also be placed in one of our four school teams, Red, Blue, Green or Yellow. Children can earn points for their team in a variety of ways. Our Behaviour Policy can be found on the school’s website.

School Council – Two members of the class will be selected to join the School Council and those children will represent our class at School Council meetings.

School Library – We regularly visit the library and your child will bring home books they have chosen.

School dinners – A menu for the term will be available on our website. Currently your child will receive a free school meal. Let us know if your child is having the vegetarian option, a jacket potato or a packed lunch, via the Home/School Diary.

Snack – The children in Reception and Key Stage 1 are provided with a break time snack of fruit or vegetables. There is no charge for the snack. There is a fruit stall for the children in Key Stage 2, from which they can buy a snack.

Sun hats and sunscreen – Please provide these for your child as soon as the weather warrants it. Please could you apply sunscreen thoroughly before they come to school. We can help your child to top up their sunscreen if a named tube/bottle can be given to us. Caps are available to buy from the school office. Please name any caps/sun hats.

Take-home bags and PE bags – These are blue and show the school logo. They are available to buy at the school office.

Toys – Your child is welcome to bring one toy into school to play with at break times. Please make sure that the toy is not too large and not too precious, in case they are lost or broken. The toy will be your child’s responsibility.

Twilight Club – This runs from Monday to Friday from 3:15pm to 6:00pm. It will be run in our library. Toast, fruit and a drink are made available. A packed tea can be brought in, or ordered, for children staying until 6pm. Places need to be booked via the school office. There is a sliding scale of charges. We will take the children to the club if they have been signed up for it.

Uniform – Please refer to our separate letter regarding the purchasing of uniform. A waterproof coat is a necessity, even in the summer! **Please name all clothing.** Shoes should always provide good support for your child’s feet. Shoes with laces should only be worn once a child can do up laces for themselves. More details relating to our uniform are contained in the School Information Booklet.

Water bottles – We want water to be available for the children at all times. The Parent Teacher Friends’ Association is kindly providing water bottles for each new child. In our class the bottles will be filled, emptied and cleaned for the children.

Website and Information – You can keep up to date with news on our school website and class webpage. You will also receive our newsletter ‘School Matters’, PTFA news and ESchools letters by email.