

Higher Walton CE Primary School

New Term Information 2019/20

CLASS INFORMATION

CLASS STRUCTURE

Our class structure this year is as follows:

Foundation Stage (Nursery/Reception)

Class size: 24 children

Class teacher: Miss Buckley (Monday to Thursday); Mrs Noblet (Fridays)

Teaching assistant: Mrs Bethell (full time), Miss Roberts and Mrs Marsden (part time)

Year 1/2

Class size: 25 children

Class teacher: Miss Bray

Teaching assistants: Miss Whittle and Miss Roberts (part time)

Year 3

Class size: 15 children

Class teacher: Mrs Proctor.

Teaching assistants: Mrs Stevenson (part time)

Year 4/5

Class size: 21 children

Class teacher: Mrs Clayton (4 days) and Mrs Noblet (Wednesdays)

Teaching assistants: Miss Marsden and Mrs Aldwin (part time)

Year 5/6

Class size: 24 children

Class teacher: Mrs Noblet (Mondays and Tuesdays); Mrs Plowman (Wednesday to Friday)

Mrs Headley and the teaching assistant team will teach children in Year 1/2, Year 3, Year 4/5 and Year 5/6 on a Tuesday afternoon whilst the teachers take their PPA time.

TOPICS FOR THIS HALF TERM

Foundation stage:	Autumn
Year 1/2:	Enchanted Woodland
Year 3:	Enchanted Woodland
Year 4/5:	Groovy Greeks
Year 5/6:	Groovy Greeks

HOMEWORK

Teachers will be sending home with your child information regarding their homework over the next couple of weeks.

WATER BOTTLES

Children in all classes must have a water bottle in school which can be refilled throughout the day. We will send bottles home at the end of the week for a good wash. Don't forget to send empty bottles back to school on a Monday!

Children in EYFS will bring their bottles home every day and these should be refilled and returned each morning (please do not put them in book bags!).

TUCK SHOP

We run a tuck shop each morning selling fresh fruit or vegetables and brown bread at 20p. Children can also bring their own snack from home but we would request that this is also fruit, vegetables or brown bread. As a Healthy School we discourage children from bringing other types of snack for playtimes and we ask for your support in this matter.

P.E. AND SWIMMING

Please make sure that your child has a P.E. kit in school which consists of a yellow round neck t-shirt and navy shorts along with pumps. Year 5/6 children will need trainers not pumps for their P.E. lessons. Year 5/6 children may also wear dark coloured tracksuits/track pants and sweatshirts. **Please ensure that all P.E. kit is labelled.**

We will be monitoring children who forget their P.E. kits. If no P.E. kit has been brought to school by the third P.E. lesson then parents will be contacted.

Normal P.E. days for this half term will be:-

Nursery/Reception: Children will be working towards a more formal PE lesson over this half term as they settle into school life however they will still need PE kits in school

Year 1/2: Wednesdays and Fridays

Year 3: Thursdays and Fridays

Year 4/5: Mondays and Thursdays

Year 5/6: Mondays and Wednesdays

This year, Premier Sport will be supporting us with our PE lessons on Mondays and providing some after school sport clubs. Details of the clubs will be sent out as and when these are scheduled.

Swimming will start again in the second half of the autumn term for Year 5/6. They will start on Wednesday 30th October and the last session will be on Wednesday 4th December. Everyone needs a swimming bag containing a towel, swimwear (swimming costume for the girls and either trunks or short shorts for the boys), a hat (children are not allowed to swim without a hat) and 20p for the lockers. No jewellery is allowed to be worn and long hair should be tied up (this applies to both boys and girls).

Children who wear earrings should ensure that they can remove these themselves. If this is not possible then please provide your child with micro-pore tape to cover the earrings during a P.E. lesson. This will not be provided by school.

GOOD WORK ASSEMBLIES

Our Friday good work assemblies will re-start after the October half term break. Parents, family and friends are invited to these assemblies to see the children present their work.

TOYS

Please could we ask that children do not bring toys into school.

We have plenty of toys in school for the children to play with. When toys are misplaced this distresses the children and can also be the cause of arguments.

ADMINISTRATION

MONEY MATTERS

Dinner Money:

Dinner money for nursery and junior children should be paid in advance via ParentMail (please use the shop link) **by Friday** of each week ready for the following week. The cost of school meals is £2.40 per meal, £12 per week.

Breakfast Club and Out of School Club fees:

Payments should be paid in advance via ParentMail **by Friday** of each week ready for the following week. Late payment charges will be applied to overdue payments. Payment is required **on the day** via ParentMail for one-off and emergency bookings.

The following childcare vouchers are accepted for breakfast and out of school club fees: KiddiVouchers, Fideliti, Edenred, Busy Bees Benefits, Care-4, Computershare and Apple Childcare Vouchers.

We also accept the Government tax-free childcare payments for breakfast and out of school club fees. Please see Mrs Rourke for further details.

COMMUNICATION

We continue to use ParentMail to send text messages for reminders and urgent messages and for emailing our weekly newsletter and other letters from school. Forms for school visits are also uploaded to ParentMail.

The ParentMail app is free to download and keeps everything school related together. Please consider downloading the app to ensure you keep up to date with everything happening in school.

We will also be continuing to update our Facebook page during the week to show you what the children have been doing throughout the week.

PARENT/CHILD INFORMATION

Please ensure school has your correct mobile number and email address to ensure you do not miss any communications from school.

MILK

Milk continues to be provided and managed by Cool Milk for infant children

Nursery and Reception children whose forms were returned to school have had their registrations completed and those children have now been included on the weekly register we receive from Cool Milk.

For those children who are already registered and for those who have now turned five, please ensure payments have been made for the new term.

If you have not previously registered and wish your child to have milk, please visit <https://www.coolmilk.com> to set up your account. Milk currently costs around 20p per carton.

SCHOOL UNIFORM

Our uniform consists of the following:-

School sweatshirt /royal blue sweatshirt,
V neck jumper or cardigan
School fleece (optional)
Grey trousers/shorts/pinafore dress/skirt
Yellow polo shirt
Grey or white socks or tights
Black shoes
Blue and White striped or gingham dresses in summer

School sweatshirts, fleeces, polo shirts, book bags and larger sizes of P.E. t-shirts are available from the office. We also have a range of 'good as new' uniform for sale.

Please note that sales of uniform take place after school on Wednesdays only. Order forms are available in the front entrance area if this day is inconvenient for you.

COATS – Please ensure that your child has a coat in school each day **and that it is named**. Unless it is raining very hard the children will be outside at break times and lunchtimes.

We cannot stress enough how important it is that ALL items of school uniform and coats are labelled so that these can be returned to the correct child if they get misplaced.

ATTENDANCE

ABSENCES

Please ensure that you notify school **on the day** that your child is absent, giving the full reason for the absence so this can be correctly recorded in the registers. You can contact school by:

- **ParentMail app**
Free to download for Android and iPhone devices.

From the App, open 'Absences' and select the name of your child/children who will be absent, select a reason for absence from a drop down menu, select an amount of time that your child is likely to be off school for, add any additional notes then send to school.

- **Email**
bursar@walton.lancs.sch.uk
- **Telephone**
01772 335945

MEDICAL ISSUES

Children who have been sick, or have been sent home from school after being sick, should remain off school for a **full 48 hours** from the last episode of sickness. This also applies to episodes of diarrhoea. These guidelines are recommended to schools by the Health Protection Agency to help prevent the spread of possible infection to other children.

Please note that we can only administer medication to children whilst they are at school if this has been prescribed by a doctor.

Medication should be handed in at the office by an adult and a form completed. A form is also required to be completed for children needing inhalers and where possible a spare inhaler should be kept in school so these are not being transported to school on a daily basis.

APPOINTMENTS

Please try, wherever possible, to make medical and dental appointments outside of school hours. If you do need to take your child out to an appointment then you should inform your child's class teacher. Please also let Mrs Rourke know and produce a copy of the appointment card/letter so the absence can be correctly recorded.

ATTENDANCE AND PUNCTUALITY

We have a staggered drop-off time to ease congestion in the car park. This helps children settle into their activities quickly.

The yellow gate opens at 8.50 am, and teachers will be waiting in their classrooms ready to welcome children and speak to any parents who have messages to pass on to them. Children can be dropped off any time between 8.50 and 9.00. Parents will not be allowed in the infant play area or classrooms.

The register is taken at 9.00am and children will not be marked late until after this. There will be activities for children to do in the classroom before lessons start at 9.00 am and classroom gates/doors will be closed promptly at 9 am to allow lessons to commence on time.

Please ensure that your child arrives at school with all their belongings to minimise disruption to staff with the late arrival of lunches and P.E. kits.

SAFETY AND SECURITY

DOGS

Please could we ask that you do not bring dogs onto the school grounds when bringing your child to school or collecting them at home time. This is not just for health and safety reasons, some adults and children may be afraid of dogs and we need to respect their feelings. We thank you for your support in this matter.

MOBILE PHONES

Please note that children should not be bringing mobile phones into school. If you need your child to carry a mobile phone for their journeys to and from school, please let their teacher know. Mobile phones brought into school for this purpose will be held securely in the school office until the end of the school day.

SCHOOL CAR PARK

CAR PARK SAFETY:

Please can we remind you that it is particularly important that you pull into a parking space and do not stop in the middle of the car park when dropping off your children. Not only does this cause congestion, it is also putting children's safety at risk.

We regularly receive complaints from residents about the speed of cars driving along the avenue, and also drivers not stopping and giving way when leaving our car park. Please can we ask that you drive considerately and be extra careful when entering and leaving the car park.

CAR PARKING SPACES:

Please could we remind you that there are designated staff parking spaces. These are along the fence by the path at the side of school. The car parking space adjacent to the disabled parking spaces is also reserved for staff.

It is regularly noted that some parents are using these designated spaces when bringing/collecting their children for breakfast club or school. As staff are arriving at different times in the morning it is important that spaces are left clear for them. Please ensure that staff parking spaces are kept clear for designated users. Please also notify family members/friends of these arrangements.



Please ensure that disabled parking spaces by the front entrance are kept clear for designated users. We have members of staff, parents and children who have a legitimate need to use these spaces.

PARKING ON ROSEWOOD AVENUE:

If there are occasions when you need to park on the road outside school, please could we ask that you consider our neighbours when parking your cars and do not block driveways or double park.

Please also do not park on the yellow zig-zag markings. This causes a visibility obstruction for cars leaving the car park. The police can, and will, impose a penalty charge for anyone caught parking on these markings.

SCHOOL HOLIDAYS

LEAVE OF ABSENCE FROM SCHOOL IN TERM TIME

Parents are asked to note that **there is no automatic entitlement to any leave in term time**, therefore you **must** seek school's permission before taking your child out of school. Headteachers will **only authorise** the absence if there are **exceptional reasons** for taking the leave in term time. This is generally defined as 'unique, one-off events'.

School **will** require parents to fill in a leave request form **prior to booking** any holiday and/or attend a meeting in school.

Please be aware, there may be occasions where, even in exceptional circumstances, your child's school may not agree leave, for example during SATs week or important transitional periods.

Higher Walton CE Primary School School Term and Holiday Patterns 2019-20

Autumn Term 2019

Re-open on	Monday 2nd September 2019
Mid Term closure after school on	Friday 18th October 2019
Re-open on	Monday 28th October 2019
Closure after school on	Friday 20th December 2019

Spring Term 2020

Re-open on	Monday 6th January 2020
Mid Term closure after school on	Friday 14th February 2020
Re-open on	Monday 24th February 2020
Closure after school on	Friday 3rd April 2020

Summer Term 2020

Re-open on	Monday 20th April 2020
Bank holiday closure	Friday 8th May 2020***
Mid Term closure after school on	Friday 22nd May 2020
Re-open on	Monday 8th June 2020
Closure after school on	Monday 20th July 2020

INSET days: - Monday 1st – Friday 5th June 2020

***** Please note the May Day bank holiday closure has been moved by the Government to Friday 8th May to coincide with the 75th anniversary of VE Day**