INFORMATION FOR PARENTS – MAIN SCHOOL

Welcome to Dr South's Primary School. We hope this document will provide you with helpful information. It is primarily aimed at parents with children newly starting at the school in Years One to Six. There is a separate guide for parents of children attending the Foundation Unit.

In order to avoid any confusion over terms in use, please note the following:
Willow Class holds our Foundation Stage (Nursery, Pre-school, Reception) children.
Ash Class holds our Key Stage One (Year One, Year Two) children.
Oak Class holds our lower Key Stage Two (Year Three, Year Four) children.
Beech Class holds our upper Key Stage Two (Year Five, Year Six) children.

If there is anything you are still uncertain about after reading this leaflet, please do not hesitate to ask your child's class teacher, the headteacher or a Parent Governor, or to call in at the school office.

What is the school uniform?
Dr South's has a simple and inexpensive school uniform which children are expected to wear at all times during school hours. Children need black shoes or properly fitted trainers.
Children should wear clothing from the following:

- Grey or navy blue trousers or shorts
- White or navy blue polo shirt or white shirt or blouse
- Grey or navy blue skirt or dress (winter); blue or yellow checked dress (summer)
- Grey or navy socks
- School sweatshirt or cardigan
- Grey, white or navy tights (winter)
- White socks (summer)

PE:

- Navy shorts and navy tracksuit pants
- White t-shirt and a navy sweatshirt or tracksuit top
- Trainers and plimsolls
- A small shoe bag for plimsolls if these are not worn as indoor shoes

Swimming kit (for pupils in Key Stage Two):

- Children need a one-piece swimming costume or speedo-style swimming trunks along with a swimming hat (plastic or cloth – any colour will do) and all children will need a towel and a waterproof swimming bag. If you consider that your child requires goggles to swim please write a letter to the school stating this.

PE kit: PE sessions are held at various times during the week. Sometimes these are regularly scheduled sessions, and sometimes they are 'one-off' events. We recommend that PE kit is packed into a suitable bag (eg. backpack, kit bag) and that children bring this to school on Monday morning and keep it in school for the week, taking it home on Friday to be washed. It is important to keep the bag at school for the duration of the week.

Children should not wear jewellery, other than stud ear-rings and basic watches, to school; we cannot be held responsible for any damage or loss. All items must be removed or taped for PE and swimming sessions to avoid any risk of injury. Please supply tape if necessary. Please ensure all items of uniform are clearly labelled with your child's full name. Should you lose items of clothing, please ask at the office.

Where can I purchase uniform?
Please visit https://www.schooltrendsonline.com/uniform/DrSouthsCEVAPrimarySchoolOX52TQ to purchase school uniform. Shorts, trousers, dresses, skirts and polo shirts are also stocked at a number of shops including M&S, BHS, Shepherd and Woodward, and most of the larger supermarkets.

What equipment does my child need?
Your child should have the following when they start school:
Bookbag. These are available for purchase online.
Drinks bottle. Your child should bring a drinking bottle filled with water – no juice, squash, or milk please – to school each day. Again, make sure you name it. Whilst we rinse these in school, your child should take this home at the end of each week for a thorough clean.
Hats/scarves/gloves. Please make sure your child has appropriate outdoor clothing.

Suncream. Members of staff do not normally apply sunscreen to any children in school. If you are concerned about sunburn, please apply a high factor sunscreen to your child in the morning, or, if your child is old enough, provide them with their own supply. Due to the risk of anaphylactic reactions, please use a cream that does not use a base oil made from nuts. Information about possible options is available from the office.

What does my child *NOT* need?

You needn't supply stationery, exercise books or sport equipment for your child. The school provides these. However, many children like to bring their own and this is acceptable. Again the school cannot be held responsible for any damage or loss, and novelty pencil cases will be sent home at the class teacher's discretion. Toys and games are not permitted at school. Mobile phones are also NOT permitted other than in exceptional circumstances when they should be kept in the school office.

Lunches

Hot lunches are currently provided free for all children in Reception, Year 1 and Year 2, and are also available for purchase for all other children. If your child brings a packed lunch, this should be healthy and nutritious, and can include a drink, although water is provided. Sweets, chocolates and fizzy drinks are not permitted, nor any type of nut, including items such as peanut butter and peanut cookies, as we have children with severe anaphylaxis. Partially covered chocolate biscuits are permissible but items such as Crunchie Bars and Kit Kats are not.

Morning snack

All children in the Foundation Stage Unit and Ash Class are provided with a piece of fresh fruit or vegetable at morning break as part of the government's 5-a-day campaign. You may supply your child's own mid-morning fruit or vegetable snack if you prefer, in which case you should place it in a suitable container and put it in their bookbag.

The beginning and end of the day

Morning routine

Children should arrive at school between 8:40 am and 8:50am. *You should be aware that children are unsupervised until the bell rings at 8:50. If you drop your children off early, this is at your and their own risk.* Children assemble in the playground. When the bell rings they line up in individual classes and class teachers collect and walk them into school. Children should take their own belongings with them. Parents should not go in with their children as the cloakroom area becomes very congested. However, this can be a difficult part of the day for new children and little ones can find it difficult to manage all their bags and coats. Staff members are understanding and make allowance for this at the very beginning of each school year and are happy for you to go in to help your child while they settle in. As soon as your child is confident with the routine, we ask you to say your goodbyes in the playground. Should you arrive later than 8.50am please sign your child in at the school office.

Afternoon routine

The school day ends at 3:15pm. Parents should wait in the playground until the children come out of their classes. Younger children will be kept in the class until you arrive to collect them as they are not supervised once they are in the playground. Behaviour can become more boisterous in a less formal atmosphere, so we ask for extra vigilance. *Please note that we need your permission, in*

advance, to release your child to someone other than you. This can be as a one-off or as a lasting permission.

Absence
If your child is ill, they should be kept at home. You should telephone the school office first thing in the morning so that the class teacher can be notified. If your child is sick, vomiting and/or has diarrhoea, they must be kept at home for a minimum of 48 hours. If your child has a medical appointment, please notify the school office in advance. Absence for any other reason is at the discretion of the headteacher. Please note that headteachers are not permitted to authorise holidays during term-time.

Medicines
The school has a policy on administering medicine and another regarding asthma. It is very important that you inform the school of any medical conditions your child might have, including allergies. The school will only administer medicines that have been prescribed by a doctor, dentist, nurse prescriber or pharmacist prescriber where it would be detrimental to a child's health if it were not administered during the school day. Parents/carers must complete the *Parental agreement for school/setting to administer medicine* form, which is available from the office or on the school website. Staff will not give a non-prescribed medicine to a child (eg Calpol) other than on residential trips.

Asthma
Pupils with asthma are encouraged to carry their reliever inhaler as soon as the parent/carer, doctor or asthma nurse and class teacher agree they are mature enough. The reliever inhalers of younger children are kept in the classroom in a cupboard but all parents are asked to complete *Request for a child to carry his own medicine* form.
Parents/carers are asked to ensure that the school is provided with a labelled spare reliever inhaler. The class teacher will hold this separately in case the pupil's own inhaler runs out, or is lost or forgotten. All inhalers must be labelled with the child's name by the parent/carer.

Homework
Research evidence indicates that involvement in your child's learning is more important than anything else in helping them to fulfil their potential. Therefore, learning at home is an essential part of good education. Regular homework is important as it gives pupils the opportunity to practise the tasks covered in class at home, and helps the pupils work towards improving important skills. It also helps children and young people to become confident and independent in their learning, which will help throughout their time at school and in adult life.

Listening to children read on a daily basis has a significant impact on your child's education. We expect all children to read aloud daily for at least ten minutes. Older children may enjoy reading a newspaper article aloud, instructions or even a recipe as well as reading from fiction or non-fiction texts – it all supports their writing. They are also expected to enjoy their own private reading.