

# Little Bowden Primary School

*'Learning together...to make a difference!'*



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Headteacher: Mr C Miller

Dear Parents and carers

We give below, information which we hope you will find useful.

## TIMES OF THE SCHOOL DAY

Morning session begins 8.50 am

Afternoon session ends 3.15 pm

Break times 10.30 - 10.45

Dinner break 12.00 - 12:50

Reception Dinner 11.45 - 12.50

## ABSENCES

To comply with government legislation please phone school before 9.00 am, and leave a message on the answer phone if your child is absent for any reason. If absent for more than one day, please ring in every other day of the absence. We recommend at least 48 hours at home, after they have been sick.

Please complete an absence form if you seek authorised absence for any other specified reason. Permission must be sort if you wish to withdraw your child from school during term time. There are now strict guidelines which the school has to follow if authorised absence is to be granted. Two registration sessions are taken during the school day. If there is a regular pattern of lateness or absence the school will get in touch with the parents concerned. Please ensure that your child arrives on time before school and is collected promptly at the end of the school day.

The school cannot authorise holiday absences.

## PLAYGROUNDS

Access to the school playground at the beginning and end of the school day is via the front and back gates which open at 8.40 and at 3.15. By 9.00 am the gates to the playground are closed so only the main entrance at the front of the school can be used. Only authorised vehicles are allowed to enter the school's car park. Dogs are not allowed on school premises.

## MEALS

Children can either bring a packed lunch or have a school meal. Children in Reception Year 1 & 2 are entitled to Universal Infant Free School Meals (UIFSM). Unless children are entitled to free school meals school meals will cost £2.10 per day. A notice of one week is required if you want your child to change to packed lunch or school meals. Please clearly label lunch boxes and drinks containers with your child's name. We encourage all children to take up the offer of a free, balanced and hot meal. You'll be amazed the fruit and vegetables they eat when with friends at school.

### Weekly News

We send weekly newsletters out via our online communication system School Gateway. This is a brilliant way to keep parents informed of what is happening in school. Recent newsletters are available on the website along with all current letters.

### PARENTS' EVENING

These are held during the autumn and at the end of the spring term. If you wish to consult your child's teacher on any issue in between those meetings, please make an appointment with the teacher. Please bear in mind that staff meetings are held after school on Wednesdays.

### WATER

We are happy for the children to drink fluids during the school day. Water may be brought in named plastic bottles or flasks. Fizzy drinks are not appropriate for school. A water fountain is installed in the playground for use at break and lunchtimes. Fruit juice, etc, should only be brought as part of a packed lunch.

### FRUIT

The Fruit in School scheme is run throughout the Infant classes. The school is keen to support healthy eating initiatives, and your child, if in Reception, year 1 or year 2 will be offered a piece of fruit daily, which is normally eaten around the time of the mid morning break. It is not really necessary for your child to bring another snack, if they are eating fruit. We do not allow biscuits, chocolates, sweets etc to be brought into school, but encourage fresh fruit (or vegetables, such as carrots).

### HOMEWORK

The purpose of homework is to consolidate and reinforce skills in various areas of the curriculum. Please get in touch with the teacher if you need assistance in helping your child with the homework.

### PAYMENTS

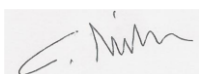
Parents are able to pay for school meals, trips etc via our secure online payment system ParentPay. Once your child is enrolled with us you will receive an activation letter which explains how to register online.

### COMMUNICATION

We currently use the School Gateway communication system, this allows us to correspond with parents via email or via the app should you choose to download it. We simply use the email address provided on your child's enrolment form and all correspondence will be sent directly to your email inbox.

We hope that your child will be very happy at Little Bowden School, but if they or you are worried about anything, however seemingly trivial, do please come to talk to us about it. The class teacher will usually be available, immediately after school.

Yours sincerely



C Miller  
Headteacher