



# Parent Information



## Puffins

# Teachers in Puffins



Mrs Benner

Miss Nadler

# Uniform

## Logo Items

- School jumpers or cardigans
- PE T-shirts in team colour
- Fabulous Friday T-shirt



## Non-logo Items

- Red polo shirt
- Navy trousers/shorts/skirt/pinafore dress
- Red and white gingham dress (summer)
- School-style shoes (black or navy)
- Plain navy/black sports shorts/leggings/jogging bottoms (PE and Fab Friday)
- Suitable trainers (PE and Fab Friday)

PE kit must be worn on days your child has PE  
(see timetable).

School jumpers on PE days and Fab Fridays  
i.e. no sports hoodies/tops/football kit

All uniform must be named (including shoes)

# Extra Uniform Information

- No necklaces, bangles or beaded items are permitted
- A single friendship style bracelet is permitted. Simple medical IDs are also permitted.
- A basic time telling watch is permitted i.e. no watches that can be linked to any electronic device.
- No make-up, nail varnish, fake nails or temporary tattoos.
- A single stud can be worn in one or both ears (Pupils will be asked to remove any items of jewellery that may be seen as a health and safety hazard)
- Hairstyles/haircuts should be appropriate for school and the age of the child and of a natural colour
  - For health and safety reasons, long hair will need to be tied back
  - Any hair accessories must be of an appropriate size and style for school wear e.g. simple head bands

# Extra Uniform Information (continued)

- We expect all pupils to attend school with a suitable weather proof coat when needed. Pupils will still have outdoor play in light rain.
- We stress the importance and actively encourage the wearing of sunhats or caps when deemed a safer option for outdoor play during hot weather.
- In KS1, pupils only require a book bag. We discourage all KS1 pupils from bringing a rucksack or bag to school.
  - No additional stationary/pencil cases are needed as the school provides pupils with all necessary equipment.

# Extra Uniform Information (continued)

- Any child bringing in toys (pocket sized only) will be expected to keep these items in their bags or book bags during lesson time. If personal items begin to appear in class and/or become a distraction for learning or are not being used in an acceptable way during playtimes, these items will be handed to the teacher for safe keeping until the end of the day.
- No personal electronic devices are allowed on site. If there is a good reason for a child to need a mobile phone for use after school, any device must be given to the teacher at the beginning of the day and stored safely until home time.
- Where a child has a medical need for a personal device, this will be part of an agreement through discussion with the parents e.g. Diabetes monitoring device.
- Where a child requires access to sensory equipment/tools/toys this must first be discussed with the SENCO, where there will be an agreement on appropriate use, if deemed necessary. If sensory equipment begins to impact negatively on a child's learning or causes distraction to others, the use of these tools may have to be reviewed.

**We thank you for supporting your child to respect our school uniform expectations.**

# Healthy Eating

- EYFS and KS1 pupils will be provided with a free healthy snack in school (fruit, vegetables)
- It is expected that packed lunches include a good range of healthy food choices
- Water only – no fruit juice or squash

We thank you for supporting your child to make healthy choices.

We are a nut free school.

# Mornings

- Doors open at 8:35
- Doors close at 8:45 (register)
- Assembly at 8:50

Please note: staff are not on duty on the playground before school.



# Attendance

- **Lateness is monitored:** If your child arrives after 8.45am they will need to be signed in at the front office and recorded as late. Where regular lateness is recorded, you may be invited to attend a meeting to discuss how we can help you and your child to arrive in school on time.
- **Low attendance affects your child's progress and friendships:** Attendance below 95% is a cause for concern and is monitored by the school, the Educational Welfare Officer and the Local Authority. If your child's % attendance continues to fall, you may be invited to attend an attendance meeting where we can discuss how we can support you and your child to improve their attendance.
- **Holidays during term time:** All holidays will be recorded as unauthorised. As from September 2025 the school will be issuing fines, as instructed by the Local Authority. The school has no choice but to carry out the expected procedure for fining parents for this reason. The school has been instructed to record all holiday absences on the Local Authority System. We ask that you support the school as well as your child's education by not taking holiday during term time.
- **Work with us:** Every child is entitled to a full time education. We want to work with you to ensure they attend regularly and are in school on time every day so that they continue to thrive, make good progress and to ensure they maintain strong links with their friendship group.

Please refer to our Home/School Agreement, which can be found on our school website.

# Reading

- Reading Records (5-10 minutes per night)
- Reading chart (2 Teampoints for having the reading record signed 5 times per week)

# Home learning

Each term there is also a home learning challenge grid which children are expected to complete a minimum of 3 challenges.

# Lunch

This must be pre ordered online through ParentPay.

Please be aware that if you have forgotten to order your child's lunch, they will only be offered a very limited choice of what is on offer on that day due to limited portions available to those who have ordered.

Please ring the office before 9:15 if you have had a problem ordering.

# End of the day

- School finishes at 3:15
- Children will be brought to the classroom door by an adult
- If someone different is collecting your child, please ensure that the class teacher is aware before the end of the day (either ringing or sending a Dojo to the school office)
- If your child will be walking home unaccompanied by an adult, please ensure that you contact the school office to let the school know that your child has your permission to walk home unsupervised.
- Children attending wrap-around will be taken to the hall.
- Please contact the office if, due to unforeseen circumstances, you may not be able to get to school at 3.15pm to pick up your child.
- If a child is late being picked up on a regular basis, the school may find it necessary to charge for the first session of wrap-around.

# Questions or Queries

Please either: catch us on the door before or after school, send us a message on Dojo or make an appointment through the school office.