

## Information for Parents and Carers of New Starters to Acorn Class

*Please find information below which will help you navigate the daily life of our school. If you have further questions or queries, please just ask.*

### Communication

- Please contact the school office if your child is absent either by phone 01295 780270 or by email on [office.3005@sibford-gower.oxon.sch.uk](mailto:office.3005@sibford-gower.oxon.sch.uk)
- Please check the school website for class updates, routines and expectations, diary dates, policies and more at [www.sibford-gower.oxon.sch.uk](http://www.sibford-gower.oxon.sch.uk)
- The weekly school bulletin will be emailed to you each Friday with information about upcoming events.
- At the end of each half term a school newsletter will be emailed to you with information and pictures about what is happening across the school.

### Arrivals and Departures (Beginning and end of the school day)

- The school day begins at 8.40 am for all pupils and ends at 3.10pm (unless you are in nursery and are collected at 12 noon or 1.00pm).
- Children need to be brought into the classroom by their parent/carer at the beginning of the day. The school gates will be manned by a school adult from 8.40am – 8.50am. If you arrive later than this, you will need to go to the school office to be brought up to the classroom as the **gates/doors into new school will be locked**. PLEASE DO NOT LIFT YOUR CHILD OVER THE GATE.
- Unless your child is using school transport, they will need to be collected from the double doors leading to the Acorn outdoor area at 3.10pm.
- Please let the class teacher know if a different person to usual is picking your child up.

### Uniform

- **PLEASE NAME EVERYTHING**
- Please see our website for uniform needed [Our School Uniform - SIBFORD GOWER ENDOWED PRIMARY SCHOOL \(sibford-gower.oxon.sch.uk\)](http://www.sibford-gower.oxon.sch.uk)
- Children in nursery are welcome to wear navy joggers, leggings or the like. Please ensure they are comfortable and can pull up/down any clothing when going to the toilet (with minimal help).
- Children need a pair of **named** wellies in school and a set of **named** water proof trousers/coat or all-in-one to be kept on their peg in the classroom.
- Shoes need to be black/dark and your child needs to be able to get them on and off independently or with minimal help.
- All children need a set of spare clothes including socks for toilet accidents or water play situations!

### **Weather protection**

- Please ensure your child has a hat when it is sunny (and when it is cold!)
- Please apply sun cream when it is hot before your child comes to school as we are unable to apply this.
- We do venture out in all weather, so coats are needed every day – named please.

### **Snacks**

- Fruit will be offered to all children, but if your child would like to bring their own fruit in a pot they are welcome (no crisps/chocolate).
- Your child will need to bring in a named water bottle with a sports lid (to avoid spillages). Please place names on the side of the bottle and not the bottom. Bottles must only contain water and not squash or other drinks. We will refill these throughout the day if necessary.
- Milk is available to all children under the age of 5 and will be offered to children at lunch time.

### **Lunch**

- Children in Reception, Year 1 and Year 2 are currently entitled to free school meals.
- Unfortunately if your child attends Nursery, then meals will need to be paid for.
- Lunches should be directly ordered through Fresh Start [School Meals - SIBFORD GOWER ENDOWED PRIMARY SCHOOL \(sibford-gower.oxon.sch.uk\)](https://www.sibford-gower.oxon.sch.uk/school-meals)
- Alternatively please provide your child with a packed lunch if they are staying over the lunch period.

### **Wrap around care (Reception – Y6 provision only)**

- If you wish to book your child in for breakfast club for September, please request a booking form from [breakfast.club@sibford-gower.oxon.sch.uk](mailto:breakfast.club@sibford-gower.oxon.sch.uk)
- If you wish to book your child in for after school care for September, please request a booking form from [asc@sibford-gower.oxon.sch.uk](mailto:asc@sibford-gower.oxon.sch.uk)

### **School payments**

- We currently use Arbor to request on-line payments for school trips, activities, ASC and Breakfast club. Payments can also be received via cash or cheque, made payable to The Warriner MAT and handed in to the school office.
- If you would like to use child care vouchers to pay for Breakfast club or After school care, please get in touch with Charlotte Cavaghan in the school office.

**An effective partnership between school and parents is a key factor in ensuring your child's success at school.**

**We know that you know your child the best.**