

# SLALEY FIRST SCHOOL

## *Reminders from the Office*

### **Absence**

Please advise the office by 9:30am if your child is absent.

### **Arriving Late**

If you arrive after 9:00am, please come to the front door where a member of staff will let you into the building.

### **Changes to home time arrangements**

Please, wherever possible, notify the office by lunchtime if there are any changes to your child's home-time arrangements. You can do this by telephone or email

[admin@slaley.northumberland.sch.uk](mailto:admin@slaley.northumberland.sch.uk)

### **Uniform**

Uniform can be ordered online from [www.schooltrends.co.uk](http://www.schooltrends.co.uk). (please see attached sheet for guidance). Warm winter PE kit is available and would also be very useful for outdoor learning sessions. All items need to be clearly labelled with your child's name (name labels can also be purchased from schooltrends).

### **Waterproof Trousers**

Please could the children attending the After School Club or working in the Outdoor Area bring waterproof trousers into school (if they have them). We have a water pump and butt located in the Outdoor Learning Area, but using this may result in the children getting a little bit wet!

### **Wellington Boots**

Please could you ensure that your child has a pair of wellies in school for playtimes and outdoor learning during this term. It would be helpful if they were named and kept together with a clip/peg.

### **Medication**

If your child needs to take prescribed medication, an official permission form (available from the website: 'Parent Zone') will need to be completed, before we can administer.

### **Changes to personal information**

Please can all parents advise the office immediately of any changes of circumstances as soon as possible, especially mobile phone numbers, email and postal address.

### **Hometime**

Please could adults wait at the back of the yard when collecting pupils at the end of the school day. Children will then be able to make their way onto the yard, and teachers can identify parents, more easily.

### **Newsletters**

The paper copy of the newsletter will cease to exist after the January/February issue as all information and dates can now be found on the school website:

[www.slaley.northumberland.sch.uk](http://www.slaley.northumberland.sch.uk)

*Thank You!*