

# SLALEY FIRST SCHOOL

## *A Note from the Office – Summer Term 2019.*

**Attendance** - Can all parents ensure their child / children arrive at school from 8.50am as this is when the side door will be opened. Nobody is on duty to supervise the children before this time. If you arrive after 9:00am, please come to the front door where a member of staff will let you into the building.

### **Absence**

Please advise the office by 9:30am if your child is absent from school. If this absence is due to a medical appointment we will need to see a letter or appointment card in order to authorise the absence.

### **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 now be ordered online from Saltouk:-

[https://saltouk.com/index.php?route=product/category&path=59\\_162](https://saltouk.com/index.php?route=product/category&path=59_162)

Please could you make sure that all items are clearly labelled with your child's name.

**PE Kits** are required for all pupils in Reception to Yr 4. Again, please could these be clearly named.

### **Sun**

As the weather is also getting warmer, a sunhat, sunglasses and suncream (to be applied at home before school) may also be advisable. Sandals, however, are not recommended due to exposed toes and lack of support!

### **Outdoor Education**

The children who are with Mrs. O'Neill & Miss McCall on a Thursday, will need to come to school wearing their uniform, and change into outdoor clothes when necessary. They will also need to bring wellies and waterproofs with them in a named carrier bag. Can EYFS class bring waterproofs and wellies into school every day.

### **Community use of grounds**

The school day now extends from 7:30am to 6:00pm from Monday to Thursday and from 7:30am to 3:15pm on a Friday. During these times, our grounds are not accessible to the wider community. Mrs. English often has outdoor activities set up in the garden area so please do not let your children access this area during school hours. Thank you.

### **Water Bottles**

Please can children bring in clearly named, sports-top water bottles to keep hydrated throughout the day; these are to hold water only, not juice or squash, which act as diuretics.

### **Office Times**

Mrs Wilson is available from 8.30 – 1pm every day, and all day on a Monday and Thursday. Please ring or email ([admin@slaley.northumberland.sch.uk](mailto:admin@slaley.northumberland.sch.uk)) with any queries.

### **Packed Lunches**

As we are a healthy school, we encourage children to bring a healthy packed lunch. This should come into school in a secure named container. Nuts, Sweets or Confectionary are not allowed (We are a 'nut free' school). Drinks should be water.

**Milk Money** – From January the price of milk this term will be £6.88. You can pay online via schoolcomms. Under 5s receive free milk. In the term in which a child reaches their 5<sup>th</sup> Birthday payment will be required.

**Medication** – If your child needs to take prescribed medication, parents must complete an official permission form before we are allowed to administer. This form is available from the school office or school website (Parent Zone).

**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.

**Schoolcomms– Communication** –All Dinner / Milk Money/ Trips etc can be paid on a secure server, which means all communications will be via email / text.

Further information is available on the school website [www.slaley.northumberland.sch.uk](http://www.slaley.northumberland.sch.uk)