

Our School Day

Morning Session 8.40am - 11.40am

Afternoon session 12.15pm—3.15pm



Uniform

School uniform is optional for Nursery children although we do recommend it. Our uniform consists of maroon sweatshirt/cardigan with the school logo, gold polo top and grey trousers. Sweatshirts and Polo shirts are available to order from school along with other items such as book bags and coats. You can also get the sweatshirts, cardigans and polo tops from www.myclothing.com.

What your child will need – please ensure all items are labelled with your child's name

- **Coat** for outdoor play
- **Fruit** – we receive free fruit in school
- **Fresh drinking water** – please fill your child's water bottle daily. Ensure it is clearly labelled with your child's name.
- **Special snack**—We like to encourage children to try different foods examples are crackers, different breads and yoghurts. There is a charge of £1 per week for this.
- **Bookbag**—to bring books home from school (these are available to buy in school)
- **Spare clothes** - in case your child has a toileting accident or becomes wet during their water play etc

School Dinners

School dinners can be provided for any child staying for a full day at a cost of £1.50 per day. These have to be booked and paid for in advance via our payment system SchoolMoney. There are a variety of choices each day for your child to choose from. Unfortunately we cannot accommodate advance requests for particular meals unless your child has specific dietary requirements.

Your child can bring a packed lunch if they prefer – we stipulate

- No fizzy drinks
- No nuts (we have children with nut allergies in school)
- Please include at least one piece of fruit/vegetable

If your child wants to go onto packed lunches from school dinners or vice versa, we require one week's notice. We send out menus each week on the back of our weekly newsletter – if your child has any special dietary requirements please call into the school office to discuss their needs. Our school dinners are regularly monitored and are rated as having an extremely high standard and we recommend that your child tries them.

Learning Through Play

We give the children lots of ways to learn through play. We provide continuous provision opportunities during the day where children can choose activities that will help them learn.

Phonics

This will be taught daily as part of an English programme called '*Read Write Inc*' when the children are ready.

Partnerships

We strongly believe that a partnership between the school and parents is the best way to educate your child. They learn more by parents reinforcing our methods at home and by the school supporting your child here at school.

During the first few weeks in school, your child will bring home a copy of the Home School Agreement. It states our pledge to you, to educate your child and we ask you to sign it along with the other documentation regarding Educational Visits etc.

We have an open door policy which means that your child's teacher is available before and after school if there is anything you want to discuss. We are happy to speak to you about any problem big or small. If you cannot speak to the teacher please come to the school office. We also welcome emails and phone calls.

We also want to know about your child's achievements at home. Please tell us about any special achievements in clubs etc for our newsletter and to earn additional dojos.

Tapestry

We use an online assessment system called Tapestry in the Early Years Unit. This allows you to view some of your child's learning at school and share what they have been doing at home.



Absences from School

If your child is going to be absent from school it is vital that you let us know. Please telephone the school before 9.00am to let us know your child is ill. If your child has a hospital appointment, please let us know in advance. Try to arrange regular appointments such as routine dental visits outside of school time. If we have not received an explanation for your child's absence by 9.15am, we will record it as an unauthorised absence and will be contacting you the same day regarding this.

Holidays in Term Time

If you need to take your child out of school for any reason, please contact the office at least 1 month in advance as you will need to complete a request form and make an appointment to see the Head Teacher. Please note that family holidays will be classed as unauthorised absences except for the most exceptional circumstances – these can be discussed with the Head Teacher.

Communication

We keep you updated via our weekly newsletter. Our website is also updated as often as possible. We also make our newsletters and menus available on our website and can also email them to you on request. You can also find us on Facebook, Twitter and Instagram, where we regularly provide you with updates about what the children have been learning, so please follow or like our pages.

We also communicate with you via our texting service. It is therefore vital that we have an up to date mobile number for you. There will be a data sheet for you to check which contains your contact details. This will come out in the first half term but if you have not already given us emergency contact details of someone who is able to pick up your child at short notice, please drop a note into the school office. **This is exceptionally important in case your child becomes ill in school.**

Your Child's Progress

Throughout the year there will be opportunities to discuss your child's progress. There will be a parents evening in the Autumn term to discuss how well your child has settled in and how well your child is doing in class. There will be a further parents evening in the Spring term to discuss your child's progress and you will be sent an end of year report in the summer term.

You can also make an appointment to see the class teacher after school at anytime during the school year to discuss your child's progress. If there is any point at which you are concerned about your child's progress or have any queries, please come into school straight away. Don't leave it until a scheduled parents evening. The sooner we know about an issue the sooner we can resolve it.



Contact us

St James' C of E Infant and Nursery School
High Street, Whitehaven

Cumbria. CA28 7PZ

Tel: 01946 691970

Email: admin@st-james-inf.cumbria.sch.uk

www.st-james-inf.cumbria.sch.uk