



Sheepscombe Primary School

Far End

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Acting Head Teacher Mrs Vicky Barron B.Sc(Hons) GTP Primary

Friday 7th September 2018

Dear Parents & Carers

Merlin

We have had a great start to the term in Merlin class and the children are really settled already - wonderful! They are all enjoying exploring the new classroom set-up and we can't wait to get our new outdoor area fully operational!

Morning Routine

Our classroom door opens from 8.30am. We now have just the one entrance and exit to the classroom which is generally less confusing for all! The school day starts at 8.50am so all parents should ensure that they have left by then, for some parents this may mean planning to arrive earlier than they are currently. For safety, the door will be shut at 8.50am, if you arrive after 9am please drop the child to the class first and then you will need to go to the office to register your child. Please be aware that arriving late can be upsetting for children as they feel as if the day has already started without them.

Please encourage your children to become independent by allowing them to place their coats on their peg, their book bag in the basket and their water bottle on top of the fridge.

Children will be self-registering this term by finding their name block in the basket and adding it to the structure.

Lunch break is: 12.00 - 1pm

School Dinner orders

It would be fantastically helpful if parents could check the lunch order each morning which will be left out on the table, especially during these first 3 weeks of term. Please use this opportunity to remind children what they are expecting to eat that day. After a few weeks it will only be necessary to make a note of any last minute changes.

Packed Lunches

Please ensure that your child's box is clearly named. Please be aware that we operate a healthy lunch policy and do not allow sweets and chocolates, etc.

Pick-up

The day ends at 3.15pm. We will dismiss one by one from the doorway when we see you in the playground. If you know that you are going to be late or your usual collection arrangements change you must let the school know as soon as possible. For obvious reasons of safety we will not allow a child to go home with anyone other than as prearranged by yourself with us.

**Staff working in Merlin class**

Working alongside myself and Mrs Lane, we will also have Mrs Fielder on a Monday, Mrs George on Tues & Weds afternoons, Mrs Cowling on Fridays and of course our cherished volunteer Gemma on Mon-Weds mornings.

Book Bags

Children need to bring their book bags to school daily. Y1 already have their new books and we will be starting the home reading programme with Reception pupils soon. Please support children to take care of their books and resources at home. Book bag reading books will be changed at least once a week.

Play time

As we have all day access to outdoor play as part of our provision we are not going to send all of Merlin Class out into the playground with the rest of the school, our older Y1 children will be able to join playtime if they choose.

Snack

All children 4-6yrs are entitled to a free piece of fruit or vegetables each day. This links in with the Government's initiative to encourage children to eat more fruit and vegetables. The children eat this at morning snack. Many children also bring a snack from home, this should be a healthy & non-sugary snack. Children may also bring in an afternoon snack if you wish. We recommend that you label all containers and bottles so we can return them to the correct families! Children should only bring water to drink.

Birthdays

When it is your child's birthday you are welcome to provide either a cake (pre-sliced) or individual cup cakes. We would appreciate it if you can also provide napkins or kitchen towel. This will be shared at the end of the day. Please do not bring sweets/drinks/crisps/etc.

We'll send home a curriculum map and the Head Teacher's Letter out shortly.

Many, many thanks,

Ms Tara Murphy.