

# Good House Keeping

## Pick up and Drop Off

The school day begins at 8.45 and finishes at 3.10. The children are parent's responsibility outside of these times. Please do not allow your children to play on the playground equipment at the start and end of day. The morning register is taken at 8.50. Children arriving after this time will be marked as late. Please do not arrive more than a few minutes before the drop-off and pick-up times.

## Packed Lunches

It is important that the children are having a healthy packed lunch. Starchy foods like bread, rice, potatoes or pasta. Protein foods like meat, fish, eggs or beans. A dairy item, like cheese or yogurt. Vegetables or salad and a portion of fruit.

## Snacks & Water Bottles

Children in Year 1 upwards are required to bring their own HEALTHY snack into school e.g. a piece of fruit or cereal bar. No chocolate bars or crisps at break time. Children will be stopped from eating unhealthy snacks at breaktime. If you are sending your young child in with grapes, please cut them in half. Please make sure the children are bringing in their own water bottle to drink from.

## No Nuts or Kiwi Fruit

We have a couple of children and staff with severe food allergies so please do not send your children in with any food that contains nuts or kiwi fruit.

## School Dinners

School lunches are £2.30 per day and can be pre-ordered by parents at home or the children can choose the meal on the day at school (it would be a BIG help if parents chose at home!). Parents need to have an account with Dolce on School Grid to order lunches. Ask at the office for a joining pack. Please ensure that your account is kept in credit at all times and that any outstanding payments are paid by the end of the week. Children in Reception, Year 1 and Year 2 have their lunches funded by the governments Universal Free School Meals so do not need to pay but do need to register.

## ParentMail

We are a 'cashless payment' school. All payments (apart from lunches, that are through School Grid) need to be done online through ParentMail. Please contact the school if you do not have an account.

## Free School Meals

You can get Free School Meals for your child if you or your partner gets either: Universal Credit, Income Support, Income-based Jobseeker's Allowance, Income-related Employment and Support Allowance, The Guarantee element of State Pension Credit, Child Tax Credit, provided you are not entitled to Working Tax Credit and have an annual income of £16,190 or less, as assessed by Her Majesty's Revenue and Customs. If you think you might be entitled to free school meals please provide the office with your national insurance number and date of birth and we can check for you. If your child is in Reception, Year 1 and 2 they will be receiving the universal free school meals. However please still let the office know if you think you are entitled to free school meals because it will provide the school with additional funding.

## Tuck Shop

There will be a Tuck Shop every Friday breaktime. The children will have had healthy snacks the rest of the week, so this is a 'treat'. The School Council will be selling crisps and chocolate bars to raise money for the school. Please make sure you have paid for Tuck Shop via ParentMail so your child can have a Friday treat!

## Wrap Around Care

**Morning Club** (7.45-8.45am). Please contact Jon Andrews directly to book a place: 07917 444498  
**Vicky's After School Club** (3.10-6.10pm). Please contact Vicky directly to book a place: 07887711454

## Parking

Please use the car park by the church rather than the main road or outside local houses. We often get phone calls from local residents upset about driveways being blocked or parking that prevents them from having a clear line of sight as they come out of their driveways. Also, it is not safe to park on the corners of roads!

## Attendance

We expect children to be in school every day. If your child is sick, please call or email the school office by 9am to let us know and continue to do this every day until they return. We regularly monitor the children's attendance and parents will be notified if their attendance drops below 95%. We do not authorise holidays during term time but may grant compassionate or special leave in some circumstances. Any requests to take a child out of school during term time must go through the office.

# Good House Keeping

**School Website : [standlakeschool.co.uk](http://standlakeschool.co.uk)**

Please use the website as your first place to look for information BEFORE you contact the school. On it you will find information about the following: class timetables, class Home Learning (homework), letters that have been sent home this term, school calendar dates, uniform, lunches, breakfast club, governance and policies.

## Communication

Parents are able to contact the class teachers in the following ways:

1. Outside of the classroom at the start/end of day
2. Leaving a phone message or sending an email via the office that will be passed on.

We will endeavour to get back to you within 24 hours but please be patient if it is a little longer.

We will send out parent emails for notices and reminders and there will be one 'celebratory' newsletter at the end of term, sharing all the wonderful things that children have achieved during the term.

*We will only be using class emails if the 'bubble' or 'whole school' is in lockdown. Teachers will not be responding to them outside of these times so please use the processes above*

## Social Media

Please use the communication channels outlined above to share any concerns you may have about the school. Doing so using social media can be hurtful, often fails to present a balanced account of the issue and is not a good way of resolving a problem.

## School Day Uniform

- ❖ Royal Blue sweatshirt or cardigan with the school logo embossed.
- ❖ White 'polo' T-shirt or shirt
- ❖ Plain Black, Grey or Navy trousers
- ❖ Plain Black, Grey or Navy skirt (short skirts are not suitable for school wear)
- ❖ Plain Black, Grey, Navy or White socks or tights
- ❖ Sensible, flat heeled, dark shoes.
- ❖ Since children spend time sitting on the floor and in activities that require movement, high boots and high heels are not acceptable
- ❖ Black Sweatshirt for the Year 6 children only
- ❖ Order from: [www.pmgsschoolwear.co.uk](http://www.pmgsschoolwear.co.uk)

## PE Kit

The children must be in different clothes for PE and during COVID they must come into school wearing their PE kit:

- Black/navy shorts
- Plain white t-shirt
- Black Plimsolls
- Trainers
- Jogging bottoms
- Standlake Hoodie Sweatshirt

Long hair must be tied back for PE at all times.  
Jewellery must not be worn.

## Reading Diaries

All of the children have been given new reading diary. We hope that you will find the diaries helpful as they give some tips on how to read with your child. We would like the children to be reading every day and for you to 'sign off' that they have read with you or independently. Children who reach reading milestones will receive a sticker and a mention in our assembly. *If you lose your diary you can buy a replacement from the office for £3.*

## Home Learning

This will go out on a Wednesday and needs to be returned on the Monday.

## Teacher's Surname

Please could parents address staff by their surname, particularly in front of the children, so that children are seeing the importance of respect and professionalism.

## Bailey the Dog

Once or twice a week, Mr Denham will be bringing in his dog. She will stay in his office but occasionally visit the children in class or children will be allowed to come and see her (if they have worked hard!). If you have any concerns about this, please let Mr Denham know.

## Achievement Assemblies

Every Friday at 9.00am we have an Achievement Assembly to recap on our week and celebrate the things children have done well. You are very welcome to join us on the following ZOOM link:

**Meeting ID: 898 8077 7624**

**Passcode: 500575**

Children who get a special mention in the assembly will have their names published on the Achievement Assembly page of our website