

Ready. Respectful. Safe

**September 2024**

**Parent information leaflet**

##### ‘Every person is an individual and also part of a community’

1 Corinthians 12:12-27

We are all an important piece of the Escrick jigsaw and together we grow and learn. The Christian values of Wisdom and Joy underpin our Ethos and we value and respect everyone allowing us all to make a difference to the world.

At our school we want everyone to FLOURISH.

**F**riendship

**L**earning

**O**pportunities

**U**nique

**R**espect and Resilience

**I**ncluded

**S**olve problems

**H**appy

**Entrance to school**

Safety is of paramount importance in school and as a result you are ***not* *permitted*** to park in the school car park unless you are dropping off or collecting your child from before or after school club or if they are unwell and you are pciking thme up during the school day. Please see appendix 1 for recommended parking on the roads in the village. The ***only*** pedestrian entrance to school is via Main Street. The car park is not to be used as a pedestrian entrance.

If your child is coming to school on their bike or scooter can you, please ensure that they get off this once within school grounds and that they **walk with it to place it in the bike rack**. This it to ensure the safety of all our children, parents and visitors to our school.

**The school day**

The school day starts at 8.45am with the gate being opened slightly earlier. Children should be supervised upon arrival and wait near their classroom door for the bell to be rung as this indicates children can enter school. The door to the reception class will be opened a little earlier when Mrs Braham is ready for the children. Please don’t allow children on the grass before school. Children are not permitted on the fitness equipment either before or after school due to insurance reasons. If you are late to school and the top gate is locked, you will need to bring your child to the main office. They will be marked as late in the register.

School finishes at 3.15pm. Children in reception, Years 1, 2, 3 and 4 will be handed over to an adult familiar to the teacher. If someone else is collecting your child, then please notify either the class teacher or the office as soon as possible. Children in Years 5 and 6 may walk home on their own providing you have given consent. Please speak to Mrs Hall if you require a consent form.

If any child is not collected 5 minutes after the end of the day they will be brought to the main entrance.

If you are running late due to unforeseen circumstances, then please ring the school office as soon as possible so that we can take care of your child until you arrive. Please then pick them up from the main entrance.

**Playtime** for Reception, Year 1 & Year 2 is 10.20 – 10.35am. For KS2 playtime is 10.40am – 10.55am. **Lunchtime** is between 12 and 1pm. Children go into the hall in Year groups - reception & KS1, years 3 & 4 and years 5 & 6. All sittings have around 20 minutes to eat their lunch and a 40-minute playtime.

**School dinners**

All children must have either a hot dinner or packed lunch (provided from home) booked using the school money system. In Reception and KS1 (years 1 & 2) children are entitled to universal free school meals or you can send them with a packed lunch, therefore there is no cost involved **but** the lunches must still be booked. Children entitled to Free School meals will also need to book but again, there will be no cost involved. If you think you may be entitled to Free School meals then please speak to Mrs Gibson Bone.

Please advise the school if your child has any dietary requirements or allergies. **We do have children in school with severe nut allergies therefore we would ask that no nuts or products containing nuts are brought into school.**

**Home/school communication**

Newsletters are sent via email every Monday. A copy of the newsletter is also placed on the school website. Please ensure you regularly check the website to keep up to date with any events happening in school. Your child also has a diary/reading record and messages for your child’s teacher can be written in here or passed to the teacher via the office. If you have any questions/queries please email Mrs Hall who can contact the relevant person to deal with the query.

Class curriculum newsletters are also sent home to ensure you have an overview of your child’s topic for the term. These are also loaded on the school website and are a useful resource should you need reminders about PE days etc.

**Parent Consultation Meetings**

Parents’ evenings are held twice a year in October and March. A welcome meeting for all parents is held in September. Curriculum information evenings are held throughout the year. School reports are issued at the end of the school year.

**School Money**

School money is the online payment system that is used for the majority of payments to school including school dinners and trips. If you have a payment to make you will receive an email to notify you. This email will contain your password. You will also need your email address and phone number (the one that receives texts) and your child’s name.

**Illness**

If your child is unable to attend school through illness then please inform us either by telephone or by an email to admin. This needs to happen by 9am on the first day of absence. You should then continue to inform us, in the same way, of your child’s absence on each subsequent day. If you have only informed us verbally, then upon your child’s return a written note or email needs to be received to confirm their absence.

If your child is off school due to vomiting or diarrhoea, then please ensure your child remains at home for 48 hours following the last episode. Please do not bring children who are off school due to illness, to any school events and where possible keep them away from other children if you have to bring them to school when you are dropping off or collecting siblings. Please see the link attached for futher advice regarding whether your child should attend school <https://www.nhs.uk/live-well/is-my-child-too-ill-for-school/>

**Medication**

If your child requires medication whilst at school please complete a medication form, this can be found on our website under the Parents – new parent information tab. We are only able to give prescribed medicine that has a pharmacy label on and that is required to be given 4 times a day. If your child has been prescribed a medicine that they have not taken before then please ensure your child is kept at home for a period of 24 hours to ensure there are no adverse side effects to the medication.

If your child suffers from asthma and requires an inhaler then please bring the inhaler to the office where relevant forms can be completed.

**Holidays in term times**

Requests for holidays in term time must be made 21 days prior to the holiday and in writing on the ‘Absence during term time’ request form. This form is then taken to the governors for a decision to be made. It is strongly advised that you do not book a holiday until approval has been given.

**Uniform**

**Please Note**: *School Uniform will be changing from September 2025. We will be communicating with all parents regarding the requirements for this in advance but if you have any questions please do contact the school office.*

Please ensure your child has the correct uniform for school each day: Grey trousers, skirt or dress, red or white polo t shirt (either with or without the school logo) and a red cardigan or sweatshirt. Tights should either be grey or red. Children should come to school in sensible black shoes. These are worn in school also so please ensure your child does not go on the grass before school. If the weather is particularly wet or snowy then your child may come to school in wellies but please make sure they have their school shoes to wear inside. On warmer days red & white check summer dresses or grey shorts may be worn.

School uniform can be purchased from our supplier [www.school-shop.co.uk](http://www.school-shop.co.uk). Click on the ‘Our Schools’ page and enter Escrick. Plain items can be purchased from any supermarket/high street store.

For PE your child will need black shorts, a white round neck t-shirt & trainers for outdoor PE. For PE outside in colder weather, they can wear dark coloured tracksuit bottoms and a dark sweatshirt. These must be plain. No logo’d clothing is allowed. All children need indoor PE trainers or plimsolls as well.

We do have a second hand clothing store which is run by our PTA. Please see the school website for an up to date stock sheet. Please ensure all clothing is clearly named. There is a lost property box in school and children are encouraged to check this should they have lost an item of clothing. The box is emptied and items distributed on tables in the playground at the end of each half term. Any items not retrieved are then given to charity.

**Jewellery**

Other than watches & earrings jewellery should not be worn in school**. CHILDREN are not permitted to wear earrings for any PE lesson so if your child is having their ears pierced then this should be done during the long summer holidays.**

Nail varnish & tattoo transfers should not be worn in school by children.

**Team points/houses**

All children are allocated a team - Nidd, Ouse, Wharfe and Foss. Points are allocated for a number of outstanding things – manners, kindness and not just academic achievements. Team points are counted each week and rewards given at the end of each half term and school year.

**Celebration assemblies**

We regularly hold Celebration Assemblies though due to the growth of the school these are no longer on a weekly basis for all children. There will be a programme of Celebration Assemblies and we will inform you of the classes involved, this information will be shared in newsletters and the termly calendar. All parents’/ family members are welcome to attend their child’s assembly and we use this opportunity to share children’s work with you and celebrate achievements.

**Swimming**

This is currently under review and updates shared with parents once finalised.

**Wider opportunities**

School fund the opportunity for all children in Year 3 take part in the NYCC wider opportunities programme to learn an instrument. Please ensure your child brings their instrument to school on the correct day.

**Music lessons**

North Yorkshire County Music service provides tuition for a wide variety of instruments. Further details can been found via [www.northyorkshiremusichub.co.uk](http://www.northyorkshiremusichub.co.uk) Lessons are arranged with them but can be held within the school day.

**School residential**

All children in Year 5 & 6 are given the opportunity to go on a school residential. Further information is given at the time and payment plans are available to help spread the cost of these.

**Wraparound care**

***Before & after school club***

A breakfast club and after school club is run by an external provider – Millhouse club. Please contact the office or them directly for more information. When you drop your child/ children off in the morning please ring the bell by the side entrance. The children are taken to the hall where they put their school belongings in a labelled box. When you pick them up again please come to the same entrance to sign them out.

***School run after school clubs***

Each term we run a selection of after school clubs. These are delivered by staff and you will be notified of the options. Places are limited and children are chosen via names in a hat.

**Data Protection**

A copy of our Privacy Notice can be found here <https://escrickprimaryschool.co.uk/key-information/#gdpr>

**School policies**

All our school policies are available on the school website <https://escrickprimaryschool.co.uk/key-information/>