Dear Parents/ Carers, 18th July 2022

We are looking forward to welcoming all our children back to school in September. We would like to share the following information in preparation for the start of the new school year working within the current DFE school guidance.

**New starts and finishes**

The DFE has stated from September 2022 that all primary schools school weeks needs to e at least 32.5 hours therefore we will be altering our starting and finishing times for all classes from September to make it a more cohesive start to the day.

Starting times **8.45am** in class

Finishing times **3.15pm**

In the mornings gates will open 8.40am for children to be dropped off at their class and will be closed promptly at 8.45am for school to start. In the afternoon gates will open at 3.10pm for children to be collected at 3.15 pm from their classes. Please ensure that you drop off and pick up promptly from their class exits.

Key Stage 2 pupils should continue to be encouraged to come onto the school site in the mornings by themselves to minimise people accessing the site.

If you have an urgent message please go to the school office window.

**Site entrances**

We will be continuing to use the 2 entrances with one-way systems in place to manage the flow of people on school site:

* Car park – EYFS and Key Stage 1 only.
* Latimer entrance – Key Stage 2 and accompanied younger siblings.

Please ensure any preschool siblings are supervised and stay with their adult whilst on school site.

**School Meals**

Children can order school lunches in the normal way on parent mail for the days they require a school meal. Lunches need to be ordered and paid for one week in advance. If your child is in Key Stage 1 they are entitled to Universal Free school Meals on the days they would like a school dinner. Once Reception children are staying for lunchtime they will also be entitled to Universal Free School meals. Universal Free school meals still need to be ordered via parent mail. Reception children will receive their parent mail log in details within the first week of them starting school.

If your child is moving to Year 3 they will no longer be entitled to Universal Free Meals. If your child is entitled to free school meals then they will be able to order meals as per usual. If you are unsure if you are entitled to free school meals please contact the school office and they will be able to advise you on how to apply. Please contact Mrs Owens at:Office@stmarys.pdet.org.uk

**School Uniform**

Appearance is one of the aspects by which we are judged in the community. Children attending St Mary’s C of E School should be proud to belong to the school and wish to be identified with it by wearing school colours. School uniform needs to be worn every day in school, including black school shoes. It is essential that all items of clothing are clearly marked with the pupil’s name as each year we have a huge amount of lost property we are unable to return to its owners as they are unknown.

* Grey Trousers, Grey Pinafore Dress, Grey Shorts, Grey Skirt
* White Shirt or White Polo Shirt
* School Sweatshirt/cardigan
* Blue/white check dress (Summer)
* Black school shoes

Additionally, please ensure your child/children bring a coat to school daily. If the weather is sunny please provide a sun hat and named sun cream.

We have got a lot of spare school uniform in the uniform exchange that Chloe Johnson organises and she can be contacted on [familysupport@stmarys.pdet.org.uk](mailto:familysupport@stmarys.pdet.org.uk) .

PE kits in PE bags with a drawstring and school book bags will be needed in school every day from Monday 6th September.

**Water Bottles**

Children will need to bring their own water bottle to school as we are unable to use the water fountains. Please ensure that their water bottle is named.

**Classrooms and equipment**

We will be continuing to provide Year 5 and 6 children with their own stationary packs for personal use provided by the school. EYFS, Key Stage 1, Years 3 and 4 will be provided with shared resources in their classrooms. Additionally, due to limited storage we ask that **no rucksack, backpacks, big bags or pencil cases** are brought into school**.**

**Medication**

Named medicine will need returning to school when children return in September, particularly inhalers. Medical forms will need to be signed and returned to the school office on the day your child returns to school. Copies of medical forms are available on the school website. The school office will be open from 1st September.

**Illness**

If your child is ill then contact the school office by 9.00am to inform school of the reason for their absence. If the school is not contacted we will contact the family to ascertain the reason for the child’s absence to complete our school registers. It is imperative we ascertain quickly the reasons for children’s absences to avoid any unnecessary anxieties, speculation or gossip around any children’s absences.

We look forward to working with you in September and ensure the children are prepared for the best start in the new academic year. We wish you a safe and restful holiday. We are busy preparing for the new start and looking forward to everyone returning in September.

Kind regards



Headteacher