

# Frequently Asked Questions

## Are children allowed to drink during the day?

We encourage children to drink plenty of fluids throughout the day – it keeps the brain hydrated! Pupils are welcome to bring a water bottle to school with them, and may keep this on their desk or take it with them to P.E. Please supply your child with a *named* water bottle, with a *sports cap*. These are invaluable. **Only water is permitted in classrooms**, as spillages are wet but not sticky! If your child has specific health issue concerning drinking please talk to the Headteacher or Deputy Headteacher.

## What are children allowed to eat and drink at break time?

All Foundation and Key Stage 1 children receive a free piece of fruit or vegetable during the morning. All children may also bring one snack item to eat at break, and we encourage healthy snacks. **Please note that sweets including chocolate bars are not permitted.**

Children may purchase drinks & fruit bags from the school kitchen at morning playtime.

Milkshake at a cost of 50 pence, fruit juice at a cost of 30 pence and fruit bags at a cost of 30 pence.

Milk is also available through the "Cool Milk Scheme" to all children, at a cost of 22 pence per carton. On completion of an application form, your child will be given free milk if they are under 5 years old. These are available from the school office. The children may consume their drinks and snacks in the school hall sitting down in a civilised manner or go outside if they wish!

## Are hot school meals available?

Sodexo is the company contracted by the governors to supply the school with hot dinners. School meals are cooked on the premises; a menu is posted in the hall next to the serving hatch for information. All money should go directly to the school cook, via the box situated in the Old School entrance way (mornings). Envelopes containing dinner money should be placed in this box between 08:45 and 09:00. Envelopes or money bags need to be clearly marked with the following:

**CHILD'S NAME / CLASS / DAYS DINNERS REQUIRED (DATES)  
and AMOUNT OF MONEY IN THE ENVELOPE.**

Whether paying on a weekly or on a daily basis all meals should be paid for in advance. They are available at the current price of £2:30 per day. Adult meals cost £3:26 per day. Changes in price are notified in a newsletter. A free hot meal is provided for each child in the EYFS, Y1 or Y2 as part of the new government initiative "Universal Infant Free School Meals". Please contact the school office if you wish to take up your entitlement.

**IF YOUR CHILD HAS A MEDICAL CONDITION REGARDING FOOD PLEASE ENSURE YOU  
HAVE COMPLETED AN ALLERGY FORM FOR YOUR CHILD.**

## What about car parking?

There is a car park opposite the Church which the Church kindly lets us use. Many parents park on the road. Please do not park on the zig-zag lines or in front of the cones. Stratford-sub-Castle Primary School is part of Wiltshire County Council's initiative "Taking Action on School Journeys" and has a "Travel Plan". As most of our children live within a mile of the school, walking or cycling to school is a healthier, environmentally-friendly and fun way to get here. We also encourage car-sharing and welcome the names and addresses of parents who would like to take part, thus enabling us to extend our car-sharing database. As part of our involvement in this scheme we encourage parents to look at alternative ways of getting their children to and from school, rather than using a car. However we understand that the car is the only option for many people.

### What are the procedures for coming into school in the morning?

Children should arrive no earlier than **08:45**. At this time the doors are opened to the old school (Robin Class) and to the new school (Butterfly Class, Owl Class, Woodpecker Class and Kestrel Class). See below for the doors to be used.

Please do not bring buggies and prams into school. If access is required for buggies and prams etc. this should be by the hall only and these vehicles should be parked in the hall please.

All the buildings are open for "traffic" at **08:45** so that lunch boxes organised, bags and reading books stored etc may be organised. Children then have a choice as to whether to go out to play or stay in the classroom. Children need to be aware of the time and judge if they have time to go out or not. We would like them to go out if they have plenty of time!

When the bell rings at **09:00** children are encouraged to make their own way into the classroom.

### What are the procedures for the end of the day?

The school is accessible to parents from **14:55** when the big gate is unlocked. If for some reason this does not happen, please do not hesitate to knock on the school office window and alert the office staff. It is very easy to get side tracked in there!

Parents of Butterfly Class are welcome to wait on the benches near the garden at the very back of the school. Please do not go into the classroom at the end of the day as we need the space to ensure the children get home safely.

### Which doors will be used by each class at the beginning and the end of the day?

Class	Door to be used in the morning.	Door to be used in the afternoon.
Butterfly Class	Door from Big Playground (through the glass house!)	Back door to classroom near Golden Garden. <b>Meet children at back of hall. Please wait outside the gate and do not enter the classroom.</b>
Owl Class	Door from Big Playground (through the glass house!)	Art Area door. <b>Meet children on the 'Not so Small Playground'</b>
Woodpecker Class	Door from Big Playground (through the glass house!)	Door from 'Big Playground' (through the glass house!) <b>Meet children on the 'Big Playground'</b>
Robin Class	Side door from 'Not So Small Playground'.	Side door from 'Not So Small Playground'. <b>Meet children on the "Not so Small Playground"</b>
Kestrel Class	Door from 'Big Playground' (through the glass house!)	Door from 'Big Playground' (through the glass house!) or the classroom side door. <b>Meet children on the 'Big Playground' or "Not so Small Playground".</b>

### Which doors are used by Early Birds and Night Owls?

Members of the Early Birds and Night Owls Club who arrive and leave school before and after everyone else should use the outside door to The Nest, accessed from the 'Not so small playground'.

### What are the procedures for dealing with head lice?

The Governors follow the policy regarding head lice as set out by the Local Health Authority: **'It is recommended that children have their hair checked regularly, ideally once a week, using a detector comb. The parents of any child found to have a case of head lice will be contacted and provided with up to date advice as to how to treat head lice'**

Please note that you are entitled to a FREE prescription for head lice treatments from your family doctor. If you discover that your child has head lice please treat them immediately.

### [My child has an inhaler; can they bring it to school?](#)

We are only able to allow your child to use an inhaler if his or her medical form is completed to this effect. Please ask Mrs Munt in the school office if you are unsure as to whether this has been done. Preventative inhalers - those only to be taken morning and evening - should not be brought into school. If your child suffers from asthma, then the blue "reliever" inhaler is permissible but must be clearly labelled.

### [Are mobile phones allowed?](#)

Children are not allowed to bring mobile phones into school. Should a child be found with a mobile phone, the child's parents will be contacted and the phone kept in the office, until their parent or guardian can come to collect it.

### [What is early Birds and Night Owls?](#)

Early Birds and Night Owls is a reading and homework support service run by Miss Griffiths before and after school. The sessions are very popular with our pupils and I know how much they enjoy spending time with Miss Griffiths.

Sessions must be booked in advance so as to enable to manage staffing requirements. If we are over-staffed just because people might turn up at the last minute, then it makes everyone pay more. However, we also want to be as responsive to need as we can so please do make last minute bookings in an emergency!!!! Places are subject to staffing levels at short notice. Booking forms are available from the school office.

**Early Birds** are available from 08:00 (Please note this is not a breakfast club and children will need to have had their breakfast before arriving at school)

**Night Owls** are available from after school until 17:00. (Please note that children staying will need a snack and drink for after school. Legally we are not able to have the children on site beyond 17:00)

Charges:

The Early Birds sessions cost £2 (half hourly rate).

The Night Owls sessions cost £4 hourly and half hour blocks £2.

Children attending the existing free school clubs will be able to attend from 16:00 - 17:00 and £4 will be charged for this arrangement. All sessions must be paid for in advance and at the time of booking. If children are picked up late then the parent will be charged for the staffing costs for the "run over" time in half hourly blocks.

### [How do I find out about how my child is doing in school?](#)

Stratford- sub- Castle Primary School holds three Parents' Evenings during the academic year. This year they are being held in October, March and July. This year you have a choice of days!

Parents' Evenings 2016/2017	Date
October	Thursday 06.10.16 & Friday 07.10.16 @ 3.30pm - 7.00pm
March	Thursday 30.03.17 Friday 31.03.17 @ 3.30pm - 7:00pm
July	Friday 14.07.17 @ 3.30pm - 6:00pm

*If these dates are inconvenient, you are more than welcome to arrange an alternative date and time directly with your child's teacher. Also, remember we value communication with you. Please pick up the phone or come and talk to us at any time if you have concerns or questions.*

We invite your child to attend these meetings with you because they are the most important person involved in their learning. However, we leave this to your discretion and fully understand if you would prefer to talk to us without your child listening to the conversation.

Whether or not your child comes with you to the Parents' Evenings, talk positively to your child about what the meeting is for, what is said and the information that comes from it, including areas that she/he needs help with.

**The first two Parents' Evenings** are slightly more formal. (They take place in the hall. Tea and coffee is available while you wait or look at your child's work.) You will be given an appointment to talk to your child's teacher. A reply slip is sent home, approximately two weeks before the Parents' Evening. You are asked to indicate your preferred time on the reply slip and return it to your child's teacher. Appointments are allocated on a first come first served basis. The teacher will allocate you a time-slot as near to the one requested as possible and let you know the precise time by returning your reply slip to you, the "slot" being highlighted in some way for you.

*If the time allocated is inconvenient, you are more than welcome to arrange an alternative date and time directly with your child's teacher.*

**The third Parents' Evening** is held after you have received your child's written annual report and provides you with a less formal atmosphere to tour the school. As well as, allowing you to meet your child's teacher and to see the work they have displayed on the walls, it provides you with the opportunity to meet your child's next teacher and visit his or her new classroom.

*It is extremely useful for your child and his/her teachers if you are able to attend as many of these meetings as possible. Children do best when parents and teachers work together, understanding what each is trying to do to help the child move forward in their learning.*

### **Parents' Evenings - October and March**

As appointment slots are approximately 10 minutes long, these parents' evenings are not the best time to raise specific worries or concerns that you have about your child that you would like to talk about in some depth. For one thing there isn't the time available, as teachers must keep on time for other parents following you. If something is really bothering you, always ask for a private appointment time after the school day.

### **Is there a PTA?**

All parents are invited to play a full part in the life of the school. The school has an active Parent Teachers Association (PTA) and parents of any child in the school are automatically members of the association. Events of an educational or social nature are held frequently and parents are invited to participate in fund-raising occasions. Please do not feel that you have to come to the PTA meetings to be able to help our school - any help, regular or infrequent, is very welcome! If you would like to be more involved, please speak to Mrs. Munt in the school office. We are always in need of more willing helpers! There is a PTA notice board opposite the water fountain in the new school.



